
In Attendance

Frank Petruccelli, Chairman • Cathleen Davey, Vice-Chair • Sr. Colleen Clair, Head of School • Sr. Margaret Wilhelm, Treasurer • Sr. Theresa Kelly • Sr. Marisa DeRose • Sr. Maria Colombo • Stephen Bommer • Denise Dorgan • Rosanna Fahy • Anthony Fiorello • Karen Hamade • Scott Karcz • Maria Lopez • Elizabeth Manzella • Courtney Peterson • Mary Wrenn, Secretary

Absent: Sr. Joanne Holloman, Provincial Superior • Fr. John Serio • Maria Stein

- o **Cathleen Davey called the meeting to order.** The meeting was held in-person and via video-conferencing for those unable to attend.
- o **Sr. Margaret Wilhelm led the Board Prayer.**
- o **For the benefit of a few new members, each person gave a brief bio.**
- o **Sr. Theresa Kelly led a reflection on Salesian Spirituality.**

Sr. Theresa spoke about the preventive system of *reason, religion and loving-kindness*. Don Bosco learned at age 9 that loving kindness was the way to live, a visible expression of love. Children need to know they are loved and feel they are loved. She retold the story of a boy who found a lost wallet and a girl who dropped a bucket in the well. The messages of these 2 stories was that we should develop potential and foster growth and by demonstrating loving kindness we are able to do this for the young. It isn't always easy as it demands work and sacrifice as well as the grace of the Sacraments. Education is a "matter of the heart."

Old Business

- o **Approval of June 8, 2021 Minutes**
 - No questions or corrections on minutes. Motion to accept the minutes was made by Scott Karcz and seconded by Sr. Marisa DeRose. Minutes were accepted as distributed by unanimous consent.
- o **Committee Meetings**
 - Minutes should be sent to minutes@maryhelp.org. Since 2 committees are seeking to speak with Sr. Mary Rinaldi it was suggested that these committees schedule the meetings with her together.
 - It was suggested that Board Members should recruit new members for committees from alumna, professionals associated in the internships of MHCA students, and from institutions MHCA students interact. Rosanna Fahy suggested that since we are using video-conferencing alumna that moved away, who we may have not considered to serve on the board or on committees, may now be able to participate on the Board. She also suggested that career and mentoring opportunities for students with professionals around the country may be possible by using videoconferencing.

Old Business

o Strategic Plan - Cathy Davey

- Just prior to this meeting Cathy Davey email everyone 2 documents regarding the following items (*See the document for details*):
 - The Executive Committee added 2 columns (Staff Lead & Board Lead) to each objective of the Strategic Plan as was discussed at a previous meeting. The persons for each of these leads was also identified. Cathy Davey shared who these leads were. Frank stated that at the committee level reviewing the plan is necessary as is reporting from the Staff Lead to share the progress of the objectives/goals. Cathy stated that Committee Reports and updating of this living document need to happen. The State of the School Report and a standing item should be on the agenda of each board meeting so reporting can occur. Cathy suggests that a reporting calendar can be created as to what goals/objectives should be updated at each Board Meeting.
 - The Executive Committee suggested amending the Leadership and Governance Goal 2 by including an additional Objective #5.
 - Scott Karcz made a motion to accept these changes and it was seconded by Sr. Margaret Wilhelm. The changes to the Strategic Plan were accepted by unanimous consent.
 - The Executive Committee suggested establishing a new committee, “Academic and Student Affairs Committee.” The number of committees initially established did not include such a committee but the by-laws (Article 10.1) does allow for the creation of new committees by resolution without needing to amend the by-laws.
 - Sr. Marisa DeRose made a motion to accept the committee and it was seconded by Rosanna Fahy.

- o Sr. Margaret reported that the corporate resolution as discussed in the October meeting only needs Frank’s signature and then it will be filed.

New Business

o Budget

- o Sr. Colleen Clair passed out the P&L for July 2019-June 2023 and reviewed tuition rates and fees.
- o Sr. Margaret Wilhelm requested more information with more detail in order to vote. It was decided that the Finance Committee needs to review it first. Voting on the budget was deferred. Sr. Colleen will send it out to the Finance Committee by midweek and then it will be shared with the Board. Board members will then be asked to email their vote by November 23, 2021.

o Report from Head of School – Sr. Colleen Clair

- Sr. Colleen stated that 82 students demonstrated interest in Preview Day.
- In terms of marketing, 5 billboards are displayed around the area and new banners are on the fence on Belmont Avenue.
- Middle States Re-accreditation has been moved to March.
- A survey regarding Middle States was shared with constituents. Frank stated that from a Board perspective, some items may not have applied.
- The soccer team made it to the NJSIAA quarterfinals.

o Future Inservice

- Frank brought up the idea of a future inservice and Mass for the Board. Sr. Marisa suggested we bring back CSM (Catholic School Management – Maria Ribera) to conduct the inservice.

Motion to adjourn was made by Cathy Davey. Seconded by Scott Karcz Motion accepted.

Meeting adjourned at 11:09am

Next Board Meetings

Saturday, February 26, 2021 – 9:00am-11:00am (Lunch & Mass??)

Saturday, May 14, 2021 – 9:00am-11:00am

Saturday, June 11, 2021 – 9:00am-11:00am