

ROUTT COLLEGE CORPORATION  
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A meeting of the board of directors of the corporation was held Monday, November 15, 2010 at 6:00 p.m. in the Sister Mary Stella library at Routt Catholic High School. In attendance were the following board members: Pat Kennedy, Jamie Cosgriff, Wendy Easton, Mike Bartlett, Barb Gross, Linda Curtis, Jim Burke, Gail Eck, Patty Fitzpatrick, Gale Thoroman, Dude Wildrick, and Fr. Tom Meyer. Angie Grant and Jeff Haley were excused absences. Also attending were Diane Seufert, Jean Johnson and Sue Tapscott.

1. Call to Order – Jim Burke, acting President
2. Opening Prayer – Pat Kennedy
3. Approval of Minutes from October 18, 2010 meeting – A motion to approve the minutes with certain corrections was made by Gail Eck and seconded by Jamie Cosgriff. Upon discussion the board decided to table the approval of the October minutes until the December meeting so that corrections could be made to the minutes before approval.
4. Committee Reports – Technology committee reported that the Minutemen are checking on the installation of the overhead projectors in the classrooms.
5. Presentation by Sue Tapscott – Sue Tapscott addressed the board to present information concerning the procedures used in the cafeteria program and her duties as coordinator of the program. Sue presented the board with a detailed snapshot of the duties she performs as head of the cafeteria program. She also presented information concerning how the finances are handled. At the present time all funds/expenses./etc. are assigned to 1 combined account and are not separated between RCHS and OSS. At the present time Sue reports to Gale and all record keeping duties are provided by RCHS. It was suggested by Fr. Meyer that OSS should become more involved in this process. Sue reported that the trial using the computer assisted lunch summaries was taking a lot of extra time and effort and that the past process worked better for them. Sue reported that lunch rates had increased a small amount this year due to the fact that the program had operated at a deficit during the past year.
6. Presentation to Jean Johnson – Linda Curtis made a presentation to Jean Johnson expressing the board's appreciation for the time and assistance she provides to us.
7. Old Business
  - a. Linda Curtis discussed the need for the board to meet as a Core Team in order to really keep abreast of the ISPD process and its progress. She reiterated the need for teams to meet and complete the required summaries and reports. The board decided that beginning with the December board meeting the board will meet as the Core Team at 6:00 p.m. and then proceed with the regular board meeting at 7:00 p.m.
  - b. The board reviewed the current financial information for the 2010-2011 school year. It was noted that we received \$5000 extra from Dreams and that the dioceses had given RCHS a credit equal to 1 month of our health

plan premiums. It was noted that the Annual Fund is running behind last year. The board was very happy with Gale's letter concerning the finances.

- c. There was some discussion concerning updating the proposed 2010-2011 budget. The proposed budget with any recommendations for changes will be discussed further at the December meeting.
- d. Diane discussed the Development's Office Facebook project and encouraged all board members to access the site. Diane also reported that the Winter Ball will be held March 5<sup>th</sup> and asked for board members to assist in any way possible.
- e. The board had a short discussion concerning the RCHS/OSS Lease. The lease deals with classrooms, science facilities, band room, cafeteria, the gym. At present the lease fee is \$10,000 per year. The finance committee needs to review the lease and discuss it with RCHS and OSS administrators and see that it is updated.
- f. The re-seeding of the baseball field was discussed. There 4 or 5 bids to do the work and the bid was awarded to the lowest reliable bidder.

#### 8. New Business

- a. Gale and Dude presented information concerning an update to our student discipline policy for substance abuse. Dude presented information from several area parochial and public schools concerning their substance abuse policies. The board discussed several options concerning abuse on grounds and also off grounds. Following the discussion Jamie Cosgriff moved and Linda Curtis seconded a motion to approve the updated Substance Abuse Policy while on School Grounds(with approved changes). The motion was approved.
- b. The board heard a request to share the cost of a bill board with OSS. The bill board will advertise our Catholic Schools. The cost to RCHS for a 4 week period would be \$575. Pat Kennedy moved and Gail Eck seconded a motion to approve the expenditure. The motion was approved.

#### 9. Executive session

Gail Eck moved and Barb Gross seconded a motion to enter into executive session to discuss the hiring/retention/dismissal of personnel. The motion was approved. After discussion of several items Jamie Cosgriff moved and Linda Curtis seconded a motion to exit from executive session. The motion was approved.

#### 10. Personnel decisions

- a. Jamie Cosgriff moved and Pat Kennedy seconded a motion to increase Dude Wildrick's hours of employment as assistant principal to 18 hours for the second semester. The motion was approved.
- b. Pat Kennedy moved and Gail Eck seconded a motion to have the executive committee, the principal and the head of the development committee serve as the evaluation committee for the development director. The motion was approved.

- c. Jamie Cosgriff moved and Pat Kennedy seconded a motion to accept the resignation of Mary Doyle as assistant girls' basketball coach. The motion was approved.

The meeting was adjourned following a closing prayer.

The next board meeting will be held Monday, December 13, 2010 at 6:00 p.m.