



**Ursuline Education Foundation
Sponsors Council Meeting Minutes
February 15, 2023**

Present for the Zoom call meeting were Sr. Ann Barrett, Win Bell, Sr. Mary Ann Dooling, John Grimes, Karen Jakuback, Gretchen Kane, Kate Levesque, James Maclaren, Sr. Peggy Moore, Karen Mortillaro, Peggy Slater, Regina Sullivan, Tina St. Pierre and Erin Valentine. Absent was Margaret Hesse. Also present were Provincial Team members Sr. Elisa Ryan and Sr. Jean Hopman.

John opened the meeting by thanking everyone for their continued commitment to the Ursuline Education Foundation, UEF.

Sr. Elisa also thanked everyone for their willingness to serve and then explained there would be a short prayer/commissioning service. The prayer service was prepared by Karen Mortillaro and led by the provincial team members. Each member of the Sponsors Council was called by name and was asked to say the words *Angela, remain in our midst as we cultivate this vine entrusted to us*. The prayer service is attached to these minutes.

Following the prayer service Sr. Elisa asked if there were any questions about either the canonical statues or the canonical bylaws. Discussion then took place with certain issues being clarified.

Sr. Peggy then commented on the list of responsibilities of the Canonical Stewards. It was pointed out that the responsibility of sending an Annual Report to Rome was missing from the list. This listing is attached.

Regarding allowing other schools to join the UEF, Sr. Elisa explained that this would not happen in the near future. There are schools which have asked or shown interest in joining but it is felt time is needed for the newly established UEF Sponsors Council to learn and implement its role and responsibilities. Also, it is felt that other schools need to understand the work of our Office of Mission and Identity, become familiar with our schools' core values and be willing to participate in the Ursuline Identity Assessment.

All were reminded that the province still retains authority over some financial matters and that loans can still not be secured without permission from the provincial team. Sr. Elisa said that once a school has fulfilled its financial transfer of ownership agreement it can then make all of its financial decisions.

John then explained the communication channel for future business. All communications regarding UEF matters should be directed to Sr. Ann. All communications regarding local school business and boards of trustees should be directed to Karen Mortillaro.

John shared that the province lawyer, Lucie Huger, is working on revising the UEF bylaws so that they are consistent with the new mpjp arrangement and the canonical bylaws. Also that she is preparing a template for the school bylaws that will be consistent with the revised UEF bylaws. Each school will then use this template to make any other revisions to their bylaws that they are planning.

Confidentiality Agreements and Conflict of Interest Agreements will be sent to each Canonical Steward to be signed and returned to Sr. Ann. A contact list will also be sent to each member of the Council.

A future zoom meeting will soon be scheduled for the Canonical stewards. At this meeting officers will be elected and committee assignments will be explained. John indicated that at this time three committees were being considered: finance, mission and Other (dealing with personnel). A chart of specific duties will be sent to each steward to help with this task.

Finally, it was suggested that there be a document sharing structure for the Council to be able to access information, similar to a OneDrive, Google Drive or Teams Page. This would allow for a single source of accurate information that all could source from.

There being no further business the meeting was adjourned.

Submitted by

Sr. Ann