

Saint Thomas Academy  
Board of Trustees Meeting  
Tuesday, October 11, 2011

Members present: Richard Anderson, William Brady, Cathy Farrell, Mary Garry, Gregory Hosch, James Kolar, Father Peter Laird, David Meisinger, Thomas Mich, Virginia Morris, John Patterson, Thomas Schreier, Jr., Kevin Zenner

Teleconference: Nicky Carpenter, Amy Goldman, James Mulally, John Murphy, Michael Sullivan

Guests present: Thomas Cierzan, Robley Evans, Father Thomas O'Brien

The meeting was convened at 4:05 p.m. by Chairman Richard Anderson. Father Thomas O'Brien led in prayer. It was moved and seconded that the agenda be approved. Motion carried on voice vote. It was moved and seconded to approve the September 27 minutes. Motion carried by voice vote.

#### Headmaster's Report

Headmaster Thomas Mich reported the following:

- The *Opus Sancti Thomae* dinner honoring Jack Campbell was very successful.
- He reflected on the wonderful homecoming week and alumni weekend activities. The weekend included an alumni senior dinner that over 250 senior alumni attended, an Alumni Memorial Mass, presentation of the Edward G. Hames Award honoring Tom Lee '55 and the Athletic Hall of Fame Induction Ceremony and Dinner. Students enjoyed a cookout and carnival on Friday, followed by the football game and a pizza party after the game. The alumni attended the all class stag party in the cafeteria. On Saturday evening there were individual class dinners and the homecoming dance. Sunday festivities included an All-Community Mass and Brunch. Special thanks to the Advancement Staff, the Administration, Faculty and Staff for a wonderful week.
- A tailgate gathering for the Saint Thomas Academy and Visitation Communities will be held prior to the Notre Dame vs. Boston College football game at Notre Dame on Saturday, November 19.
- Mr. Christopher Cox is hosting an alumni gathering at his home in Southern California on Sunday, December 4.
- Trustees viewed the *Defining Moment* video.
- Dr. Mich asked the Board to approve the Saint Thomas Academy Swim Team's participation in a training trip to Florida this winter. The request was approved, seconded and carried by voice vote.

#### Catholic Identity and Mission Presentation

Father O'Brien gave a presentation on Catholic Mission and Identity (attached).

### Pool Building Update and Resolution

Mr. John Patterson gave an update on the pool building. He provided background on the structural issues with the pool building and reviewed the three options that have been explored which are the result of the work of the structural engineers from both Opus and Clark Engineering.

Based on current information and the desire to have our students and the Visitation swim program back on campus as soon as possible, the Buildings and Grounds Committee is recommending a resolution to the Board of Trustees that calls for the repair of the pool building structure by Opus Corporation at a cost not to exceed \$425,000.

The Board of Trustees is asked to act on this resolution at its December 13 Board meeting. Passing of the resolution will allow for the delivery of materials so that the repairs may begin in April. It is anticipated that the repairs will be completed in time for the beginning of the 2012-2013 school year. Funding for the repairs will come from our capital reserve, private donations and our operating budget. Discussion followed the presentation of the resolution. A summary of the current situation with the pool structure and the Building and Grounds Committees resolution in the form of talking points will be developed and sent to the Board and ultimately the broader Academy community.

### ISACS Strategic Long-Range Planning and Mission

Dr. Mich reported that it is time for the Board to begin creating the Strategic Long Range Plan, In line with our seven-year accreditation process. The process will include a review of our Mission statement as well. Dr. Mich distributed a sheet outlining the essential factors for the Plan and a sample strategic plan produced by Blake School.

Mr. Anderson stated that the Executive Committee will operate as a Steering Committee in this effort.

### **Committee Reports**

#### Institutional Advancement

Mr. Thomas Cierzan referred members to the Annual Fund comparison report as of September 30, 2011. He said that the Annual Fund is on track with year-to-date activities. A number of Annual Fund appeal mailings will be sent to alumni, parents and friends over the next 90 days.

Mr. Ritten and Mr. Maxwell presented the annual fund case to the parent community at Back to School Night on September 12. The presentation was well-received by the community.

The Fathers' Club will be phoning current parents over the next couple weeks.

The *Defining Moments* campaign has generated an additional \$500,000 in cash and multi-year pledges since July 1, 2011 for the Student Activity Center. Currently there is \$2.2 million in pending proposals to approximately twenty individuals for the Student Activity Center.

As the public phase of the campaign launches, a number of initiatives will be implemented:

- ™ A mailing with the *Defining Moments* DVD to alumni and other key stakeholders (6,000 recipients)
- ™ a pledge from an anonymous donor of \$100,000 to encourage 100 percent faculty participation; and,
- ™ Further research arising from the recently-completed electronic screening of the database to identify new prospects with high gift capacity.

Mr. Cierzan reported we are making good progress with the in-house charitable gift annuity program that was approved by the Board at the May 2011 Board meeting. The first in-house charitable gift annuity was secured in July 2011. Currently, we have \$250,000 in pending charitable gift annuity proposals to approximately five individuals.

He echoed Dr. Mich's remarks on the wonderful homecoming/alumni weekend. The 50<sup>th</sup> Year Reunion Class of 1961 raised \$123,000 in gifts and pledges for the Annual Fund, student activity center and scholarships.

#### Finance and Investment Committee

Mr. James Kolar thanked Dr. Sullivan and the Investment Committee for their work.

He introduced a resolution from the Finance Committee that will serve to create a framework for financing the Student Activity Center. Financing options have been explored and the recommendation is related to the requirements of U.S. Bank, the potential lender. The Academy needs to have a combination of cash gifts and pledges totaling the amount of construction and financing costs. In other words, U.S. Bank would be loan the Academy the amount designated in pledges. And, cash would be used in the early stages of the construction. In all, therefore, \$13.35 million must be raised in cash and pledges to provide for a groundbreaking and construction this spring. The same framework would apply to all additional construction intended for the Student Activity Center. The resolution is given now to the Board for a first reading, and will be returned for action by the Board of Trustees at the December 13 Board meeting.

#### Investment Committee

Dr. Michael Sullivan referred members to the report of the Investment Committee. He provided some background and detail on the performance and benchmark report as of June 30, 2011.

#### Faculty Representative

Mr. Kevin Zenner reported:

- That first quarter is quickly coming to an end. Quarter final exams begin on Friday, October 7.
- It is “Pagers” week this week. Students can earn extra credit in English by reading a selected book and participating in a discussion during their lunch periods over two days. The High School book this quarter is *Racing in the Rain* by Garth Stein.
- Grandparents Day Mass and Receptions are wonderful events for the students and their grandparents. The Middle School Grandparents Day is Monday, October 24 and the High School Grandparents Day is Tuesday, October 25.
- The VISTA Fall Concert is Tuesday, October 25 at St. Peter’s Church in Mendota at 7:00 p.m. Trustees are encouraged to attend.
- Trustees are invited to come and visit the school.

Chairman’s Remarks

Mr. Anderson thanked Father O’Brien for his wonderful, thoughtful and inspiring presentation.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Tammy Greenlee  
Recording Secretary