

Saint Thomas Academy
Board of Trustees Meeting
Thursday, February 14, 2008

Members present: Tom Schreier, Mark Reiling, John Patterson, Marilou Eldred, Bill Culbertson, George Wozniak, Sarah Mealey, Bill Brady, Phil Reim, Susan Lund, Rick Anderson, David Meisinger, Marianne Short, Jim Giefer, Vince Flynn, Mike Sullivan, Jim Mulally (teleconference)

Guests present: Randall Hallett, Robley Evans, Father Tom O'Brien, Dr. Celeste Heidelberger, Doug Hoverson, Cadet Colonel Nate Schwartzbauer

The meeting was convened at 4:05 p.m. by Chairman Tom Schreier, Jr. Father Tom 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 December 19 minutes

Headmaster's Report

Dr. Mich was pleased to introduce the 100th year Cadet Colonel, Nate Schwartzbauer. Nate said a few remarks with regards to his involvement and role as Cadet Colonel. He shared his plans for after graduation. He is pursuing an appointment to the Air Force Academy.

Dr. Mich reported:

- A possible adjustment in the school day with a start time at 8:00 a.m. which would allow for 30 minute lunch periods for all three lunches. There is conversation with Visitation about this change.
- An issue has been brought to the faculty in regards to ending the semester prior to Christmas vacation. The Administration has discussed this with the faculty and the Student Council. The faculty received a survey on the idea. The point in bringing the matter forward is that it would serve the students well to have semester exams prior to Christmas break. This will be discussed and reviewed further at the February 15 faculty meeting.
- He announced that Bishop Richard Pates will be the guest speaker at the April 15 Joint Board meeting.
- The search is underway for the replacement of Bill Culbertson as Coordinator of College Counseling. Mr. Bill Dubbs'73 Executive Search firm has been contracted.
- He reviewed and updated the Board on the four major goals in the ISACS report.
 - o Job descriptions for Administration – Closed
 - o Facilities –
 - o Schedule – this is based on the need for facilities. In dialogue with the faculty with regards to the schedule in looking at creative ideas.
 - o Met with ALC committee Chairs last week. The Purpose, Philosophy and Goals indicated to review the Mission Statement.

- He reported the Admissions numbers for next school year are on target. Historical data shows we typically admit 200 students for the incoming freshmen class. For 2008-2009 180 students have been admitted to the freshmen class and 70 7th graders have submitted applications and tested.
- Enrollment contracts have been mailed for current students.
- Archbishop Flynn was the celebrant at the St. Thomas Aquinas Mass on Monday, January 28.
- Two Semi-finalists to the National Merit Program have been named finalists; Jason Davis and Eric Harms. Based on the metrics, there should be 7-8 semi-finalists and 11 commended students next year.
- Tomorrow, February 15 is a faculty professional day.

Budget

Phil Reim asked for formal approval of the 2008-2009 budget that was presented at the December 19 meeting. A recommendation was made to ensure that Diversity is a component of the Headmaster Scholars program. A motion was made, seconded and approved on voice vote.

Curriculum Presentation

Educational Affairs Committee

Susan Lund announced that she is excited to start a new tradition in showcasing faculty members at the Board of Trustee meetings. Dr. Heidelberg is here today to present today's curriculum at the Academy and Mr. Doug Hoverson to discuss his experience in publishing his book "Land of Amber Waters".

The committee met with the ALC (Department Chairs) to focus on the theme of "What they are doing with Technology." It was a phenomenal meeting with the departments sharing the various ways to learn with technology. The ALC did a wonderful job preparing and presenting the material.

She encouraged trustees to schedule a visit to the Academy. Trustees are to contact Dr. Heidelberg or Tammy McNamara to schedule a visit.

Academy Curriculum

Dr. Celeste Heidelberg presented an overview of the Writing Program and Information Literacy for grades 7-12.

A suggestion was made to have the Citation available electronically as a good marketing tool.

Land of Amber Waters Book Discussion

Doug Hoverson presented his experience in publishing his book "Land of Amber Waters".

Building and Grounds Committee Recommendation

John Patterson presented a recommendation from the Building and Grounds committee on installing artificial turf and resurfacing the track this summer.

During his report, he covered three potential major questions:

Why Artificial Turf?

The fields are in poor shape due to overuse and we cannot afford to take existing fields out of play and restore them due to high demands. The current fields also are hard to maintain in the proper condition and concerns have been raised about their possible impact on students. The track is in critical need of repair.

Why Now?

Artificial turf has been a part of the capital campaign since its inception but there has been no formal discussion previously to where it fits in the priority scheme. The impact of the construction of an activity center or swimming pool would have a negative effect with the existing fields – portions of fields would be taken out of play for construction zones. Therefore construction of a single artificial field first is important to the staging of other capital projects.

The issue of academics vs. athletic projects was discussed at length in the Building and Grounds Committee. The outcome is that this project is not just an athletic endeavor but will affect the capital campaign and all cadets through the military program, physical education, and co-curricular participation.

Can We Afford It?

The estimated cost is \$850,000 - \$900,000 with an added contingency for a total of \$1 million dollars. The B&G Committee is currently working with three vendors on getting a better understanding of the pricing.

The sources of revenue could include:

- Existing unrestricted capital raised.
- An inflow of cash from parents who would not normally give to the capital campaign – Randall will ensure targeted parents are cleared first by him.
- Select alumni from the Classes of the late 70's that would restrict their gift to football operations.
- An anonymous donor who's committed \$350,000 on a challenge grant basis for the field.

Chairman Schreier thanked the Building and Grounds Committee for their work. He reflected on the Executive Committee's perspective on the issue. The Executive Committee is in agreement with the Building and Grounds Committee recommendation and rationale.

Further questions will be entertained at the April 15 meeting. There will be a formal vote at that time.

Committee Reports

Admissions, Diversity and Marketing Committee

Jim Giefer shared an update from the last meeting focusing primarily on the diversity initiative. The Minutes of the January 29 Committee meeting are included in the materials.

He shared that they did some comparisons with other institutions regarding the ethnicity population breakdown and religious affiliation background and that the Academy compares very favorable with other institutions.

The committee's focus will be on the efforts of defining specific target areas which will enable the community to focus its diversity initiatives. A work group has been formed to focus on these efforts.

He reported that it is his hope to present the committee's recommendation and proposal to the Board of Trustees at the April or June Board meeting.

The Minutes of the January 29 meeting are included in the materials.

Board Affairs Committee

Marianne Short reported on the committee's activity in its role as a Nominating Committee. Pursuant to the Bylaws, the board will consist of a minimum of 15 and not more than 36 appointed persons. The Board currently consists of 31 members including two lifetime and three ex-officio members. Three trustees are ending their second term this year; Bill Culbertson, Marilou Eldred and Mark Reiling. The Board will potentially add five to eight new members this spring depending on availability as it's very typical to increase the Board when entering into a capital campaign. The faculty has begun the process of selecting a faculty representative to the Board

In considering the needs of the board, we are looking for good strong candidates with a background in education and marketing. The committee welcomes thoughts and comments on recommendations of strong board candidates. Contact Marianne Short with thoughts or suggestions. A list of candidates will be available at the April meeting for approval by the Board.

Investment Committee

Mike Sullivan provided an update on the Academy's investments. A report of the Investment summary and activity as of December 31, 2007 was distributed and reviewed. As of December 31, 2007, the endowment stands at \$19,461,994.

Institutional Advancement Committee

Rick Anderson distributed and reviewed the benchmark report noting an increase from last year. He stated we are slightly behind in cash due to an increase in pledges from calling nights.

He announced an area of concern being parent giving. The Advancement Office is meeting with every parent face to face who has not given this year to increase parent participation. Another area of concern is the Board giving which has a current participation of 60%. He encouraged trustees to participate in the annual fund this year in an effort to reach the target of 100% participation.

He reported good news on the Auction; underwriting and raffle tickets are up, and some great items are being donated to the Live Auction. He reminded trustees to donate wine for the Wall of Wine and encouraged trustees to attend the Auction especially with the campaign going on.

Dr. Mich, Randall Hallett and Rick Kimbrough will be traveling to the following places in the next Six months (Texas, Arizona, Florida, Southern California, Northern California, New York, Boston, Las Vegas and Denver).

Mr. Anderson made a recommendation to establish a scholarship fund in the name of Archbishop Flynn. The proposal would be to take unrestricted endowment scholarship funds and establish at \$100,000 scholarship in Archbishop Flynn's name. The Advancement Committee is unanimously enthusiastic with this recommendation. Chairman Schreier entertained a motion for approval, which was seconded and approved on voice vote. A plaque will be presented to the Archbishop at the April 15 meeting.

Board Representatives to Constituent Groups

Father's Club

No report.

Faculty Representative

No report.

Capital Campaign Update

Rick Anderson referred members to the capital campaign number on the benchmark report.

He reported the Campaign Committee is moving forward. Ten members on the committee are each seeing ten or more prospects in the next 45 days. They expect to have 200 overall campaign visits from January 1 to April 1.

The campaign brochures and talking points were distributed. The back page covers the six major components in more detail.

He encouraged trustees to consider their level of commitment to the campaign.

Vice Chair's Remarks

Chairman Schreier thanked trustees for their dedicated time and commitment to the Board. He made special thanks to Susan Lund for the faculty presentations and John Patterson for the artificial turf presentation.

He discussed the importance of trustees being leaders in the campaign and encouraged trustees to donate to the Annual Giving campaign.

He strongly encouraged trustees to schedule a visit to the Academy.

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

Respectfully submitted,

Tammy McNamara
Recording Secretary