

Saint Thomas Academy  
Board of Trustees Meeting  
Tuesday, June 5, 2007

Members Present: Archbishop Flynn, Tom Mich, Tom Schreier, Jr., Marianne Short, Phil Reim, Marilou Eldred, Father Kevin McDonough, David Meisinger, Rick Anderson, Mike Wright, Tim Marrinan, Sister Mary Denise Villaume, Jessie Nicholson, Susan Lund, Bill Hoffmann, John Patterson, Mark Reiling, Margaret Gadiant, Jim Giefer, Mike Sullivan, Bill Culbertson, Mike Ciresi, Bill Brady, Bill Foussard, Sister Catherine McNamee, Jim Mulally (teleconference),

Guests Present: Randall Hallett, Robley Evans, Tom O'Brien

The meeting was convened at 3:35 p.m. by Chairman Tom Schreier, Jr. Archbishop Flynn 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 April 17 minutes.

#### Presentations

Tom Schreier and Archbishop Flynn acknowledged and thanked those Board members who are leaving the Board. A plaque was presented to Bill Hoffmann. Tom Malchow is also leaving the Board but was not in attendance.

#### Archbishop's Remarks

Archbishop Flynn was delighted to host the annual meeting at the Chancery office. He reflected on his visits to the Academy and expressed how impressed he is with young men at the Academy and the great work of the faculty and staff. He expressed appreciation to Dr. Mich for an outstanding year and thanked the trustees for their leadership.

Chairman Schreier expressed that the Board is proud to have the Archbishop as the leader of the Board.

#### Headmaster's Report

Dr. Mich reported the following:

- He commented on a great year. He expressed appreciation to the trustees for their work in helping to make it a spectacular year.
- He referred board members to the 2006-2007 school highlights included in the materials.
- He proudly announced the 2007 Opus Sancti Thomae recipient, Archbishop Flynn.
- Enrollment for 2007-2008 is very good exceeding the budgeted number.
- He announced that Rosemary Mossberg and Betty Huss are retiring this year. Wes Jorde will not be returning next year.
- A full faculty is in place for the 2007-2008 school year.
- Resources are in place to renovate areas of the school this summer. Projects include renovation of the women's restroom and adding dining space and a student (senior) lounge to the cafeteria.

- He announced that a contract has been signed with Taher, Inc. as the new food service provider for next year. Complimentary lunch will be provided to the faculty, staff and students the first week of school.
- Discussions are underway regarding the 2008-2009 calendar relevant to the semester and final exam schedules and the possible creation of a two-week interim schedule.
- He noted the required response to ISACS due in September on the four major recommendations.
- Baccalaureate Mass is this evening; Father Dan is presiding.
- Graduation is Thursday, June 7 at 7:30 p.m. at the Cathedral.

### Capital Campaign Update

Dr. Mich provided an update on the capital campaign. Dr. Mich presented a synopsis of the Strategic Vision of the Board drawn from the brainstorming sessions and the presentation made at the March Board meeting. He then walked the Board through the basic outline of the upcoming campaign and the requirements to have a successful campaign. Dr. Mich introduced a Capital Campaign Resolution. John Patterson recommended that “other things as defined” be included in the list of uses for the campaign funds and that the word “preliminary” be added to the recommendation for the campus master plan. Based on the Boards vision and the design of the campaign the Board voted unanimously to accept the Capital Campaign Resolution with the additions noted (attached).

Chairman Schreier announced that a special Board meeting has been scheduled for August 6 dedicated to the capital campaign. He noted that it will be an active meeting with discussions on the perspectives of the Master Plan and the Vision for the campaign. Further details on the meeting will be forthcoming.

John Patterson reported that the Master Planner, BWBR, is making good progress. They have been on campus evaluating the facilities and building systems. Dr. Mich noted that a planning committee has been formed which includes members of the Building and Grounds Committee, Administration and faculty members. BWBR is also currently meeting with all departments for input. BWBR will present their preliminary findings at the August meeting.

### Board Affairs Update

Marianne Short reported on the Board Affairs Committee’s activities in its role as the Nominating Committee. Pursuant to the Bylaws, the board of trustees will consist of a minimum of 15 and not more than 36 appointed persons. Appointed members shall serve no more than two successive three-year terms, unless the trustee is expected to make a significant leadership role in the third term. Currently, the Board consists of 30 members, including two lifetime and three ex-officio members. She shared with the Board that two members are retiring from the Board and four members will serve a second term. Mike Ciresi is taking a leave of absence from the Board due to his new campaign responsibilities. Ms. Short thanked him for his continued support. Pursuant to Section 2.1 of the Bylaws, the Board Affairs Committee designated Chairman Tom Schreier as an exception to the two term limit because he is expected to make a significant leadership contribution to the Board and Saint Thomas Academy during his third term.

The Board Affairs Committee is proposing the following Officers for next year; Chairman Tom Schreier, Vice Chairs Marianne Short and Rick Anderson and Secretary, Thomas Mich. The election of Tom Schreier continuing as Chair and having two Vice Chairs was discussed and determined to be appropriate by the Board, especially in light of the upcoming Capital Campaign. Ms. Short introduced a motion to approve the officers for next year. The motion was moved, seconded and approved on voice vote.

The Committee is proposing the following slate of candidates for consideration by the trustees and approval by the Archbishop.

Louis King  
Sarah Mealey  
Ali Selim

There was discussion about the expertise and backgrounds of the candidates. Bios were distributed. Ms. Short asked for a motion ratifying the slate of candidates. The motion was so moved, seconded and approved on voice vote.

### Board Evaluation

On behalf of the Board Affairs Committee, Ms. Short thanked trustees for their time and efforts in completing the Board Evaluation Instruments. She provided a summary of comments from the evaluation instruments (listed below).

- Engage in discussions on the future of the Academy
- Further cooperation with Convent of the Visitation

### Challenges

- Capital Campaign Challenges and Responsibilities
- Implementation of the ISACS recommendations

Chairman Schreier thanked members for completing the Headmaster Evaluation Instrument commenting that it is a constructive process and will assist in developing Dr. Mich's goals and objectives for next year. He has reviewed the comments with Dr. Mich.

### Institutional Advancement

Rick Anderson provided an update on the Annual Fund. To date, the annual fund has raised \$1.25 million and is expected to meet its goal. We are hopeful we will exceed the goal by raising \$1.4 million. The trustees have 100% participation for the year. A five-year strategic plan is in place for the annual fund. A major emphasis for next year will be setting constituent goals with an emphasis on parent annual giving. Next year's goal is \$1.45 million.

On behalf of the Advancement Committee he recognized Randall and his office for the fine job they have done this year.

## **Committee Reports**

### Educational Affairs Committee

The committee has met and their primary goal for next year will be ISACS.

## **Board Representatives to Constituent Groups**

### Mother's Club

No report

### Father's Club

No report

### Alumni Association

Bill Foussard reported:

- The Alumni Board 2006-2007 Summary of Activities was distributed to the Board.
- Alumni Association had a great year under Matt Mohs '90 leadership.
- Next year's President is Steve Sheehan '86.
- Alumni Golf Tournament is June 26 at Prestwick Golf Club. He encouraged trustees to attend.
- The long range planning committee is evaluating Alumni Weekend and the possibility of moving it from the spring to the fall to coincide with Homecoming week.

### Auction

Tim Marrinan expressed this year's Auction was outstanding thanks to work of Pat and Sarah Mealey and John and Jody Masciopinto. He reported that more than \$325,000 was raised and 428 guests attended the Gala. Next year's Auction Chairs are Dave '78 and Mary Johnson and Tom '78 and Sue DePauw.

### Faculty Representative

Bill Culbertson reported:

- He distributed a handout on the Colleges attended by the Class of 2007.
- He reported that a number of seniors are recipients of scholarships at colleges or universities around the country. The scholarships will be posted to the cadets.com website.
- He commented on the many successes at the Academy.
- He reiterated it's been a great year stating the morale of the faculty is very positive.

### Chairman's Remarks

Chairman Schreier discussed committee assignments for the fall. If a member has thoughts or perspectives to share or is interested in serving on a different committee, please contact Tom Schreier or Marianne Short.

He thanked the trustees for their dedicated time and service to the Board and noted the importance of having such an engaged Board.

Comments

Bill Hoffmann expressed that it's been a great privilege to serve on the Board.

Mike Wright commented on the leadership at the Academy and how pleased he is with where the institution is at right now.

Dr. Mich thanked the Archbishop for the priests on staff at the Academy.

Father Kevin McDonough acknowledged Chairman Schreier for running an extraordinary fine meeting.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Tammy McNamara  
Recording Secretary