

Saint Thomas Academy
Board of Trustees Meeting
Wednesday, December 19, 2007

Members present: Tom Schreier, Tom Mich, Phil Reim, Sarah Mealey, Mark Reiling, Louis King, Sister Catherine McNamee, Sister Mary Denise Susan Lund, Bill Culbertson, Jim Giefer, John Patterson, Tim Marrinan, Jessie Nicholson, Mike Sullivan, Bill Brady, Margaret Gadiant, Jim Mulally (teleconference)

Guests present: Father Tom O'Brien, Randall Hallett, Robley Evans

The meeting was convened at 4:10 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 October 23 minutes.

Headmaster's Report

Dr. Mich reported:

- He thanked those who attended the annual Christmas party on Sunday, December 16. The faculty and staff had a delightful time.
- He commented on a remarkable senior class. College admissions are significant with a number of seniors accepted at competitive schools.
- Record numbers attended the Admissions open house on Sunday, November 4.
- The Experimental Vehicle Team recently was awarded a grant from MIT. A representative from MIT visited the Academy a few weeks ago. She was enormously impressed with our school, the students, and the EVT team led by Mr. Westlake. The Electric Motorcycle project will be completed this summer. The EVT will travel to MIT to showcase the project with stops on the way in some of the major alumni cities.
- Roger Swenson '51 has been selected to receive the Hames Award in September.
- The 100th Cadet Colonel ceremony held on November 23 received great press. The luncheon of previous cadet colonels had record attendees; 33 attended.
- The Academy in cooperation with the Convent of the Visitation will be offering Chinese as a world language next year. Classes will be held at Visitation.
- Work is underway on adding additional recognition programs.
 - The Alumni Association is recommending an Athletic Hall of Fame. The Bylaws are being finalized and will be approved by the Headmaster.
 - The Colonel is recommending the addition of a Distinguished Veteran Award which would be presented at the annual Military Awards event.
- The Day of Rest and Reflection for the men of STA was held on Saturday, December 15. Father Kevin McDonough was the presenter.
- The "Feast on the Feast" dinner from the 2007 auction, hosted by the Administrative Team, was held on Saturday, December 8 and was a great success.
- Future Alumni events:
 - Arizona – January 16 – Cadet Charlie Nocker will attend
 - Florida – Feb. 26 – Cadet Colonel Nate Schwartzbauer will attend

- California – 2 events in March
- The Cadet Colonel, Nate Schwartzbauer, will attend the February Board meeting.
- Dr. Celeste Heidelberger and Prof. Doug Hoverson will be showcased at the February Board meeting.
- Prof. Doug Hoverson recently published a book “Land of Amber Waters”. The book is a wonderful book on the history of breweries in Minnesota. It is available at the CadetMaker bookstore or at Borders.
- Bill Culbertson and Rose Dukatz will be retiring at the close of the 2007-2008 school year.
- He discussed thoughts and ideas for the College Counseling position.
- A thank you note from the Auction Chairs was passed around.
- A copy of the Citation, the school newspaper, was distributed.
- He announced the accomplishments of a few of our sports teams this week
 - Hockey – victory over Cretin (4-2)
 - Basketball – victory of Duluth East (105-52)

Finance and Investment Committee

Mr. Reim presented the proposed 2008-2009 budget (attached)

He reported that the audit for last year has been completed, the opinion was unqualified. The report is available for review. The letter of credit with AIB has been extended through November 2010.

Mr. Sullivan reported that the investments of the Academy are in good order. The Committee will continue to monitor the investments of the Academy.

Committee Reports

Admissions, Diversity and Marketing Committee

Jim Giefer reported that the committee met last week. There was 100% participation at the meeting. The committee is very energetic and had great discussions.

The statement of Racial, Cultural and Socioeconomic Diversity was reviewed. The document is fairly general and doesn't call for any specific action. The committee recognized it as a good document. No revisions were recommended.

The committee has made a commitment to review and develop a plan for enhancing Diversity for the Academy. They will embark on a journey of reviewing our current environment, set targets and actions plans to enhance a more diverse community.

Building and Grounds Committee

John Patterson reported:

- The stage and bathroom renovations are complete.
- The focus of the December meeting was to discuss design standards regarding improvements for the capital campaign. The topic of LEED Certification (Leadership in Energy and Environmental Design) was discussed in length as the committee is very interested in some level of environmentally friendly construction for a variety of different reasons. Representatives from BWBR were in attendance at the meeting
- BWBR has been asked to come back to a future meeting and give some insight on key assumptions that they have made related to design quality for the 4-5 building components included in their cost estimating.
- Mr. Zahr will review the various artificial turf options, including costs and geothermal ideas at the January Building and Grounds committee meeting.

Institutional Advancement Committee

Randall Hallett distributed the current Annual Fund benchmark report noting an increase of \$50K above last year at the same time. The goal for calendar year end is \$750,000. Chairman Schreier encouraged trustees wishing to pledge their gift prior to year-end to contact Randall Hallett.

The year-end piece mailed in early December was handed out. Those who have given in the past five years were asked in a separate letter and pledge form for a specific amount, generally being a 10% increase from their last gift.

The Recognition Opportunities approved by the Advancement Committee and the Campaign Committee were distributed. All naming opportunities will be approved by the Board of Trustees as indicated in the Bylaws.

A sample of the Capital Campaign marketing materials (Talking Points card and Campaign Brochure) were passed around. The intent of these items is to have everyone saying the same thing. A set of these materials will be sent to everyone shortly.

The dates of the 2007 Alumni gathering were distributed.

Board Representatives to Constituent Groups

Mother's Club

Margaret Gadiant stated that you are looking for last minutes Christmas gifts the Mothers' Club cookbook makes a great gift.

Faculty Representative

Bill Culbertson reported:

- The winter sports season is off to a great start with many successes thus far.
- He commented on the several community service opportunities including the Thanksgiving Leave baskets, the Advent Giving Program, Dinners with Santa, etc.
- Seniors will visit Risen Christ School on Friday afternoon, December 22.
- Admissions open house is Sunday, January 13.
- Of the 123 seniors over 700 college applications have been processed. A number of seniors have heard back and have been admitted to many great schools.
- 119 of the 122 juniors took the PSAT in October. We are expected to have 7 semi-finalists and 11 commended in the National Merit Program this year.

Chairman's Business

He strongly encouraged trustees to spend a half day or full day at the Academy. Contact Dr. Celeste Heidelberger to schedule a visit.

He thanked those trustees who made their gift to the Annual Fund. He reminded trustees to begin considering the amount of their gift for the capital campaign.

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Tammy McNamara
Recording Secretary