

Saint Thomas Academy  
Board of Trustees Meeting  
December 19, 2006

Members present: Tom Schreier, Jr., Mark Reiling, David Meisinger, Bill Culbertson, Tim Marrinan, Rick Anderson, Sister Catherine McNamee, Jessie Nicholson, Bill Brady, Marilou Eldred, Jim Mulally, Susan Lund, Vince Flynn, Bill Hoffmann, John Patterson, Margaret Gadiant, Sister Mary Denise Villaume, Marianne Short, Mike Ciresi, Phil Reim, Bill Foussard

Guests present: Randall Hallett, Father Tom O'Brien, Robley Evans, Sarah Mealey, Patrick Mealey, John Masciopinto

The meeting was convened at 3:40 p.m. by Chair Tom Schreier. Father Tom O'Brien led in prayer. It was moved and seconded that the agenda be approved. Motion carried on voice vote.

Motion was made and seconded to approve the minutes of the October 24, 2006, meeting. Motion carried on voice vote. Sister Catherine McNamee requested that the minutes be amended to reflect that she was in attendance at the meeting.

Auction Report

Mr. Masciopinto announced this year's Auction Chairpersons as Patrick and Sarah Mealey and John and Jodi Masciopinto.

Mrs. Mealey updated the Board on this year's auction. She asked trustees to mark their calendars for Auction weekend April 20-21. This year's theme is The Great Outdoors. She announced the addition of the Auction News which is a publication that will be mailed monthly to the community.

Mr. Masciopinto and Mr. Mealey asked the Board to continue to be leaders and supporters of the Auction and to continue their support of the tuition raffle and the Wall of Wine. Chairman Schreier on behalf of the Board thanked the Committee Chairs for their service to the Auction.

A motion was moved, seconded and approved on voice vote to underwrite the tuition raffle. Chairman Schreier asked that trustees bring their wine to the February Board meeting or send it to the Headmaster's Office.

Dr. Mich added that a 2007 Dodge Nitro has been donated by Walser Automotive as a raffle item for the Auction.

## Headmaster's Report

Dr. Mich commented on the extraordinary year. He reflected on the many events happening at the Academy, highlighting:

- The successful football season.
- The VISTA Theatre Performance; *As You Like It* by William Shakespeare
- The Veteran's Day ceremony was well attended. Senator Coleman was the honored guest at the event.
- Cadet Colonel Promotion. Dan Hallman was named the 99<sup>th</sup> Cadet Colonel. Dan Hallman will be invited to the February Board meeting. Previous cadet colonels were invited back for a luncheon which was well attended.
- Admissions open house held on November 5 was a great success with 140 families in attendance. The next open house is scheduled for January 7.
- He announced Mr. Bill Gabler as this year's Hames Award recipient.
- Mother/son brunches held on December 3 and December 10 were wonderful events and well attended.
- The Board of Trustees Christmas Party on December 10 was a great success with the largest number of faculty attending.
- ISACS Accreditation will be presented to the ISACS Board of Directors for approval at their January 8 meeting.
- He referred to Mr. Bill Foussard for an update on the Thanksgiving Meals and Wheels and Dinners with Santa. He said it was a wonderful year thanks to the great support from the Saint Thomas Academy community. Dr. Mich extended thanks to Bill Foussard for spearheading these activities.
- He explained the financial aid process related to activities.
- He expressed recognition to Marianne Short for receiving the Distinguished Alumni Award from Visitation.
- He reflected on the Board vision session noting the value of the session. He referred members to the minutes of the session and the list of brainstorming ideas for each of the four categories. He added that the future task is to finalize the vision with input from the other focus groups. A future meeting will be dedicated to this process.
- The Hockey game vs. Cretin Derham-Hall on Saturday, December 23, will be televised on Fox Sports North

## Finance Committee Report

Phil Reim presented the proposed 2007-2008 budget (attached).

## Committee Reports

### Executive Committee

Chairman Schreier referred to the Executive Committee Minutes that were previously emailed to the Board. The Executive Committee's focus will be to develop action plans for the vision going forward.

### Institutional Advancement Committee

Rick Anderson provided an update on the year-end annual giving totals. To date, the annual fund has raised \$542,000 of the \$1.3 million goal (including Auction proceeds) which is ahead of last year. A current Benchmark report was distributed. He thanked trustees for their generosity and leadership to the Annual Fund and the Advancement Office for their phenomenal work.

The committee is looking at a 5-year strategic plan for the Advancement Office, including annual fund and auction revenues and expenses. This is an attempt to ducktail into the finance committee's efforts for the school's financial future.

### Building and Grounds Committee

John Patterson reported:

- The irrigation system project has been completed.
- A list of future projects include:
  - Renovation of the women's bathroom in the upper school building
  - Reviewing a plan to add 17 security cameras around the campus
  - Develop a maintenance schedule for future building and improvement projects
  - Discussions underway with Visitation and the Mendota Heights City Council relating to the increased traffic during high traffic hours.
  - To begin looking at the need to hire a Master Planner to assist with the initial planning needs for the facilities and the future of the capital campaign. It is the goal to make a recommendation to the Board at the April meeting the Master Planner to hire for the preliminary scope of the project.

### Faculty Representative

Bill Culbertson reported:

- He extended special thanks to the Trustees for the Christmas Party.
- Congratulations to the football team for a great season. He added that winter sports are well underway and the teams are doing very well.
- The Annual trip to Guatemala is set for January.
- Seniors are well into the college application season. Many are hearing back from colleges and a number of students have been admitted to great schools. A number of seniors have received college scholarship offers which are posted on the website.
- School-wide participation in the annual Advent Giving Program provided Christmas presents for many people registered at Catholic Charities.
- He encouraged trustees to schedule a visit to the Academy. Contact Dr. Celeste Heidelberger to schedule a visit. A recommendation was made to invite trustees to a faculty meeting and in turn to invite faculty to a Board meeting to showcase a specific program in their area of expertise.
- Christmas Leave Mass is tomorrow, Wednesday, Dec. 20. Students in grades 7-9 are going to the showing of "Nativity".

- The senior class is going to “Risen Christ School” which is a phenomenal experience for our students to interact with students from Risen Christ.
- Admissions reception; January 7, 2007.

### Alumni Association

Bill Foussard reviewed the process for the selection of the Hames Award recipient. He reported that Mrs. Hames recently passed and her memorial has been dedicated to the Academy for a Hames memorial plaque.

The faculty/staff appreciation party will be held on January 18. He encouraged board members to donate items as gifts for the event. Send gifts to the Headmaster’s office.

### Chairman’s Report

Chairman Schreier expressed his personal thank you to the trustees for their dedicated time and service at the Board vision session. As a feedback mechanism, he added that a goal will be to continue to communicate with the focus groups, including the end result of the planning process.

He thanked Board members who have generously donated to the annual giving campaign and encouraged trustees who haven’t yet given to do their part.

Tom Schreier thanked all who attended the Christmas Party on Sunday, December 10 and noted the event was well attended.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Tammy McNamara  
Recording Secretary