

Saint Thomas Academy
Board of Trustees Meeting
April 17, 2007

Members present: Tom Schreier, Jr., George Wozniak, Bill Foussard, David Meisinger, Father Thomas O'Brien, John Patterson, Mark Reiling, Bill Brady, Bill Culbertson, Susan Lund, Jessie Nicholson, Marilou Eldred, Sister Catherine McNamee, Tom Mich, Margaret Gadiant, Jim Giefer, Marianne Short, Rick Anderson, Mike Sullivan, Bill Hoffmann, Jim Mulally (via teleconference)

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

The meeting was convened at 3:35 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 February 6, 2007, meeting and the March 20 Special Board meeting. Motion carried on voice vote.

Headmaster's Report

Dr. Mich reported the following:

- Happy Easter to the Board.
- He expressed condolences to Bill and Mary Culbertson for the news on their nephew and cousin, Nick Rossini. He also expressed condolences to Erick Westerback as his father passed away this week. He asked the trustees to keep them in their prayers.
- A special memorial endeavor was held yesterday. Father Tom O'Brien spoke to the students about the gift of the facsimile set of the St. John's Bible and lectern that was donated to the Academy in memory of Nick Masciopinto '03.
- The BFI Inspection was held April 12. The Cadets did an incredible job earning 594.5 out of 600 points. The Colonel who led the inspection summed up his remarks in one word "impressed."
- ISACS is moving along very well. The first step has been completed in reviewing the Visiting Team Report to determine if what the team wrote was accurate. The next step is to engage in long range planning.
- Progress is being made on the replacement of Randy Washburn as Head of Maintenance and Betty Huss and the new food service program.
- Successful Alumni events were held in Palm Desert and Los Angeles. The Chicago event is scheduled for May 15.
- The faculty is stable; no resignations or retirements this year. He was pleased to report that the Bishop of Sioux Falls has granted a leave for Father Terry Weber for the 2007-2008 school year.
- He acknowledged the excitement of our sports team successes and the Experimental Vehicle Team Ice Bike event.
- Quiz Bowl traveled to Brainerd to participate in the State Tournament; April 17-18.

- The VISTA Performance “Crazy For You” will be held at the DeSales Auditorium at Visitation; April 27-30 and May 4-6.
- He reported that our Ugandan student, Henry Kisitu, has done very well and will be attending UST in the Fall. A new student from Uganda will be joining the Junior or Senior class for the 2007-2008 school year.
- He invited trustees to attend Graduation at the Cathedral on June 7 at 7:30 p.m. Trustees are to notify Ms. McNamara if they are planning to attend.
- He reported on athletics always falling within the academic portion of the institution.

Capital Campaign Update

Study Group

Dr. Mich reported that members of the Board met with the leaders of the Study Group, Brian Short and Tom Dolphin to discuss the vision and fundraising for the capital campaign. He reported that he was pleased with the meeting and is certain we will meet our deadline of announcing the campaign at the Opus Sancti Thomae dinner on October 2, 2007.

Chairman Schreier added that we are focused on setting forth a successful campaign. He expressed that the level of enthusiasm, morale and positives at the Academy have guided us to where we are today. They expressed a sense of urgency to Brian and Tom in moving forward with the campaign.

Master Planner Recommendation

John Patterson provided an overview of the process involved in hiring a Master Planner for the capital campaign. He discussed the reasons for hiring a Master Planner and what we will receive from the recommended firm.

The process included the following:

- The committee gathered a list of Master Planners from recommendations and open solicitations.
- Sent talking points to firms (schedule, scope of services, compensation).
- The Building and Grounds Committee interviewed five Architectural firms on April 10. The committee met following the interviews and paired it down to two firms (BWBR and TKDA).
- Assigned members of the Building and Grounds Committee contacted references for BWBR and TKDA.
- Board members followed up with the firms on clarifying their proposals, specifically the scope of services and compensation.

The costs varied from \$30,000 to \$200,000. The committee is recommending BWBR as the Master Planner to hire for the project. BWBR’s proposed cost is \$44,000. A brief presentation from BWBR was shown to the Board.

A motion was moved, seconded and approved on voice vote to approve the recommendation of hiring BWBR as the Master Planner.

Tagline Task Force Group Update

Susan Lund thanked members for their input on the Vision Statement. She distributed materials which outlined the common themes and potential vision statement recommendations for the Board's consideration.

Chairman Schreier asked that trustees send comments on the recommendations to Susan Lund. Further discussions will be held at the June meeting, which should lead to a final decision.

Committee Reports

Executive Committee

No report.

Board Affairs Committee

Marianne Short reported on the committee activity in its role as a Nominating Committee. The Board will potentially add four to six new members. She added that we have a great slate of prospective candidates. The committee welcomes recommendations from trustees. Contact Marianne Short with thoughts or names of prospective Board members.

She thanked board members who completed the Evaluation instruments and reminded trustees who have not yet done so to complete and return them as soon as possible.

Building and Grounds Committee

John Patterson reported that the committee has been very busy over the last few months. The following projects have been approved. Images of the proposed renovation projects were distributed.

- Remodeling of the women's bathroom located off the cafeteria. He directed attention to the last page of the documents distributed. The work will be completed during the summer months. Estimated cost \$42,000.
- Renovation of the Stage. Plans are being finalized and will be sent out for bids. Estimated cost \$42,000.
- Student (Senior) Lounge. The lounge will be constructed opposite the stage in the cafeteria. The lounge will include a study area, moveable cubicles for backpacks, etc., tables and comfortable chairs. Estimated cost \$30,000 not including furniture.

Additional work completed:

- Ultraviolet lights installed in the pool
- Six security cameras added throughout the buildings
- New lawn irrigation system installed last Fall on the Academy grounds

Institutional Advancement Committee

Rick Anderson distributed the benchmark report as of April 16; noting an increase of \$300,000 from last year at the same time.

Mother's Club

Margaret Gadiant reported that the Mothers' Club update will be sent by email.

Father's Club

No report.

Alumni Association

Bill Foussard reported:

- Alumni weekend is May 3-5, 2007.
- William Gabler '63 will be the honored Hames Award recipient at the event on May 4.
- The Saint Thomas Academy golf event is June 25 at Prestwick Golf Club in Woodbury.

Auction Representative

Mr. Marrinan expressed that the Auction is off to a great start. Auction weekend is April 20-21. There are 430 guests attending the Gala. All revenue sources are at record highs and the Chairs anticipate a record profit for the Auction. We've currently sold 240 car raffle tickets with a goal of 500 or \$50,000. The Chairs have been selected for next year and will be announced at the Gala.

VISTA Cooperation

Susan Lund encouraged trustees to attend the Spring Musical "Crazy For You."

Faculty Representative

Bill Culbertson reported:

- He encouraged trustees to visit the cadets.com website as the many activities going on the Academy and successes are posted to the site.
- Seniors are still awaiting options from colleges.
- A number of seniors have received college scholarship offers which are posted on the website.
- 120 students are scheduled to take AP exams in May.

Chairman's Report

Chairman Schreier thanked trustees for their dedicated time and commitment to the Board both with committee work and Board participation.

He encouraged trustees to sit with the Convent of the Visitation Board at dinner following tonight's meeting.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Tammy McNamara
Recording Secretary