

Saint Thomas Academy
Board of Trustees Meeting
September 19, 2006

Members present: Rick Anderson, Bill Brady, Mike Ciresi, Bill Culbertson, Bill Foussard, Margaret Gadiant, Jim Giefer, Bill Hoffmann, Susan Lund, Rev. Kevin McDonough, Dave Meisinger, Tom Mich, Jim Mulally, Jessie Nicholson, John Patterson, Mark Reiling, Phil Reim, Thomas Schreier, Jr., Mike Sullivan, Sister Mary Denise Villaume, George Wozniak

Guests present: Randall Hallett, Thomas O'Brien, Robley Evans

The meeting was convened at 8:45 a.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 June 5, 2006, meeting. Motion carried on voice vote.

Welcome and introductions of new board members.

Headmaster's Report

Dr. Mich reported the following:

- He reviewed the Headmaster's report highlighting faculty and staff demographics, enrollment statistics, and student data.
- He commented on key accomplishments, including:
 - Centerpoint program
 - Cafeteria updates to provide more of a student union concept, including
 - Computerized cafeteria program
 - Replacing cafeteria style tables with round tables and chairs
 - Addition of the snack shack in the cafeteria. Healthy snacks will be available for purchase after school. The booster clubs will be given an opportunity to volunteer and will receive a portion of the profits.
 - Three lunch periods; separate lunch for the Middle School students.
 - Improvements to the bookstore allowing customers to peruse through the bookstore. Creation of the Quartermaster store in the Military wing.
 - Online Alumni store; Cadetwear.com
 - Initiation of an after school program for 7th and 8th graders (3:15-5:30). Supervised by Tony Cicallelo, On-site substitute teacher and STA Baseball Coach. The after school program includes 45 minutes of study, 45 minutes of physical activity and 45 minutes of entertainment.
 - He expressed thanks to the Building and Grounds Committee for the improvements completed this summer.
 - The faculty/staff handbook has been combined into one employee handbook.

Chairman's Report

The 2006-2007 committee assignments were distributed and trustees were asked to contact Chairman Schreier or Marianne Short with concerns related to aligning interests.

He announced that Archbishop Flynn and Michael Wright have agreed to be the honorary co-chairs for the capital campaign. A third honorary chair may be named in the days ahead along with forming the campaign cabinet and committee structure. He indicated that chairs for the campaign is the next priority for he and Dr. Mich.

Chairman Schreier reported that the Board Vision is critical to the campaign. A separate forum will be scheduled in the near future to focus our efforts on completing for the vision for the Academy and the impending campaign.

Institutional Advancement Report

Randall Hallett reviewed the year-end annual giving summary noting an increase of 15% over the prior year. This year's goal is \$1.3 million, which represents an increase of 13% for 2005-2006. A major emphasis for this year's campaign will be parent annual giving. Trustee Timothy Marrinan '63 has graciously agreed to chair this year's annual fund. We are currently in the process of identifying parents, alumni and friends to assist Mr. Marrinan in leading various donor segments in this effort.

Mr. Hallett also gave a status report on the capital campaign. Total dollars raised to-date is \$18 million, most of which is in the form of deferred gifts. The challenge will be to raise upfront cash contributions to support the bricks-and-mortar components of the capital campaign.

Planned giving is also an important focus for the current year. We have formed a planned giving subcommittee, chaired by Timothy Plunkett '71.

The alumni outreach events will include attendance by current faculty and students to enhance the messaging of what the Academy stands for each and every day. Private dinners related to the capital campaign will be hosted around each alumni event with specifically selected potential donors as a way to introduce them to the campaign. The outreach event dates for this year are as follows:

Phoenix/Scottsdale, Arizona, - February 8

Naples, Florida – February 14

Los Angeles, California – March 18

Palm Springs, California – To Be Announced in Mid-March.

Denver, Colorado – June 12

Chicago, Illinois – TBA in Mid May

He encouraged trustees to take a copy of the history book as it's a phenomenal piece on the history of the Academy.

Investment and Finance Report

Mike Sullivan reviewed the changes to the committee, noting Phil Reim as the new chair and the additions of new trustees, Bill Brady and Jim Mulally. He reported that the financial affairs of the Academy are in good order. He reported that the operating deficit was reduced by \$300,000, from approximately \$380,000 in 2004-2005, to \$80,000 in 2005-2006. This deficit is funded from endowment, which when combined with the regular draw, was about 5.0%. He added that the endowment balance was \$17.1 and that our debt balance was \$7 million, for a ratio of 40%. Mike also noted that both the balance sheet and operations covenants with AIB were met.

The audit report is being finalized by KPMG and a full report will be provided at the October meeting.

He provided an update on the Academy's investments. For the fiscal year ending June 30, 2006, the endowment balance was \$17.1 million. The endowment started out the year at \$16 million. It had \$2 million in earnings, or a 13.8% return. This was a good return compared to other endowments which are showing returns of 11% to 11 ½%. New gifts totaled \$460,000. The investments are externally managed with consulting support from DeMarche and Associates.

ISACS

Bill Culbertson distributed materials and reviewed the ISACS Self-Study process, specifically the Steering Committee's role, the committee structure and the Visiting Team schedule.

He reported that the ISACS self-study report is complete and has been sent to the Visiting Team to read prior to their visit, October 8-11, 2006.

Committee Reports

Executive Committee

Nothing to report.

Board Affairs Committee

Nothing to report.

Educational Affairs

Margaret Gadiant expressed appreciation to the faculty for their hard work this last year with the completion of the Centerpoint online grading program, curriculum articulation and the ISACS self-study process.

Mother's Club

Margaret Gadiant referred trustees to the Mothers' Club update provided in the materials. She also announced the publication of the 4th edition of the Saint Thomas Academy Cookbook and encouraged trustees to submit favorite recipes. Recipes will be accepted through October 20, 2006.

Alumni

Bill Foussard reported:

- Matt Mohs, President, is doing a superb job.
- He encouraged trustees to attend the homecoming tailgate party and football game this Friday, September 22. The class of 1976 State Championship Team will be recognized during the half-time show.
- New cadetwear.com site

Chairman's Business

Chairman Tom Schreier reported that identifying a specific topic for each meeting, similar to last year, was a helpful approach and will be done so this year. Trustees are to contact Chairman Schreier will topics or issues to be addressed.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Tammy McNamara
Recording Secretary