Call to Order, Opening Prayer and Pledge:
Andrew Thorson called the meeting to order at 6:15pm. Opening prayer was led by Andrew, followed by the Pledge of Allegiance.

Roll Call:
Tom Baum, Sr. Pam Biehl, Dave Flora, Diana Hellmann, Tom McDermott, Cory McKone, Mary Pogue, Andrew Thorson, Michelle Wihlm, Tony Wihlm
Rob Kleman arrived at 7:01pm
Excused:  Jim Fay, Randy Walter
Others present include Nick Behnke, Ryann Belter, Karen Boehm, Sarah Dempsey, John Dinegan, Jon Fleming, Jackson Moore, Lois Reischl

Open Forum:
• Nothing brought forward

Approval of Agenda:
• Tom Baum motioned to approve the December 20, 2017 agenda. Sr. Pam seconded the motion. The motion carried.

Approval of Minutes:
• Michelle Wihlm motioned to approve the November 15, 2017 minutes. Diana Hellmann seconded. Motion approved.

Planned Giving:
• The proposed tax cut will be signed into law. Doubling the standard deduction. Charitable giving will no longer be a tax deduction for the majority of families. Nick suggested that next year’s donations be made this year, if possible. Along with setting up donor advised funds and bunched giving, getting more creative with tax deductible donating.

President’s Report:
A. John Dinegan introduced Jackson Moore and Ryann Belter as student representatives to the Board of Trustees.
B. The proxy to sell the 9th Avenue property has been approved at the Diocese.
   a. Andrew received an email that the neighbor to the 9th Avenue property has listed his 36 acre parcel and asked if Lourdes is interested in buying the property. Andrew will respond to this email and blind copy the Board members.
C. John and Karen Boehm met with the capital campaign consultants at the diocese trying to begin to see what our partnership with that campaign will look like.
D. A letter was sent to donors of the capital campaign from John. John followed up with phone calls to those that had pledged $5,000 or more. There was a lot of good feedback received after the letter was sent.
E. Karen will contact those donors that still have an outstanding pledge, due to the new tax law changes.

Reports and Communications:
A. Lourdes Academy Foundation Report:
   a. Foundation is in a holding pattern until Board formation is finalized. The Foundation is working with the Meitler Group on this.
B. Strategic Plan –
   a. Curriculum and Instruction Report –
      o Discussion held on the sample Pre-ACT test result that was included in the meeting materials.
      o Appreciation shared regarding the information Jon Fleming shares with the Board of Trustees from the curriculum area.
   b. Finance Committee –
      o Sarah prepared information on tuition scenarios. That information was passed out and discussed.
      o 2018-2019 budget status was also discussed.
      o Personnel expenses, line of credit, and operating expenses are running higher than budget. These are items that need to be addressed.
      o Tuition comparables should be sent to the Finance Committee members prior to their next meeting for further review.
      o Assistance is needed in creating a development strategy. Tony will meet with Karen.
   c. Facilities Committee –
      o Elevator repair was discussed
   d. Marketing Committee –
      o No meeting held
   e. Development Committee –
      o No meeting held
   f. Human Resources Committee –
      o Employee handbook status was discussed. The Board was given a copy of the final draft in the meeting materials.

Official Action
   • No official action

New Business:
A. Trustee liaison to the Foundation Board
   a. Tony Wihlm has offered to be the Board of Trustees representative to the Foundation Board. Thank you Tony, for offering to take this position.

Old Business:
A. Additional members
   a. Contact has been made to a potential new member to the Board of Trustees.
   b. Michelle Wihlm will be meeting with Fr. Tom about the St. Raphael representative replacement. This meeting will take place in January, after the holidays.
B. Fund Development – Board role
   a. Mission Moment – Karen shared information of positive activities happening at the middle and high school. A group of students made blankets for the needy, both boys and girls basketball teams did Christmas outreach for the local needy, and the senior Tomorrow’s Leaders discussed the legacy they want to leave to Lourdes. Those students wrote thank you notes to appeal donors, many of those students stayed later than expected to write these notes.

Announcements:
• Congratulations to the Thorsons, baby #4 was born, Vivian Lee.
• Congratulations to the Baums, celebrating 48 years of wedded bliss today.

Future Agenda Items:
• President and Board of Trustees annual review will be sent out within the next week
Adjournment:
A motion was made by Tom McDermott at 7:35pm and seconded by Mary Pogue to adjourn. Motion carried.

Respectfully submitted: Lois Reischl, Recording Secretary