

Meeting of Lourdes Academy Board of Trustees
Business Office Conference Room, 250 N. Sawyer St., Oshkosh, WI
June 20, 2018
6:15 pm

Call to Order, Opening Prayer and Pledge:

Tony Wihlm called the meeting to order at 6:15pm. The meeting opened with prayer led by Tom Baum, followed by the Pledge of Allegiance.

Roll Call:

Tom Baum, Sr. Pam Biehl, Joe Brooks, Gina Hafemeister, Diana Hellmann, Rob Kleman, Tom McDermott, Mary Pogue, Tony Wihlm

Excused: Jim Fay, Dave Flora, Andrew Thorson

Others present include Karen Boehm, Sarah Dempsey, John Dinegan, Jon Fleming, Lois Reischl

Open Forum:

- Nothing brought forward

Approval of Agenda:

- Rob Kleman motioned to approve the June 20, 2018 agenda. Diana Hellmann seconded the motion. The motion carried.

Approval of Minutes:

- Tom Baum motioned to approve the May 16, 2018 minutes. Rob Kleman seconded. Motion approved.

President's Report:

- A. Jim Fay's resignation has been received. John Dinegan shared his appreciation for Jim's service to the Board of Trustees and Lourdes Academy
- B. This is Sr. Pam's last meeting before she moves off the Board as the Pastoral Representative. Thank you Sister for your service.
- C. Strategic Plan/Capital Campaign
 - a. John met with the Diocese of GB to discuss where Lourdes will fall with the Diocesan Capital Campaign.
 - i. It was stated that we will be in wave 2, which pushes us back several months. Potentially starting the campaign in the fall of 2019.
 - ii. This delay will allowed us to begin work using the strategic plan and to begin the planning for the capital campaign. Parish planning is a big piece of this preparation which is just beginning also.
 - iii. We'll be able to establish a strong foundation to plan for the capital campaign.
 - Developing a facilities plan will be key to build that foundation.
- D. No questions brought up on the principal reports
- E. Karen Boehm handed out a sheet of preliminary golf outing results along with the Development year-end budget projection. These reports were discussed.
- F. Karen shared a new event that a team of Lourdes family members will be participating in - Tough Mudder Half; 16 participants goal to raise \$5000. Event to be held in Elkhart Lake on September 8th.

Reports and Communications:

- A. Lourdes Academy Foundation Report:
 - Tony Wihlm reported that a Code of Ethics and the roles and responsibilities for Foundation Board members were agreed upon at their last meeting.
 - Now the focus is turning to adding members to fill particular roles – marketing, finance and legal.
 - Names for potential Foundation Board members can be sent to Tony Wihlm.
 - Also need to look at how to become a development board.
- B. Strategic Plan –
 - Curriculum and Instruction Report –

- Jon Fleming discussed the WRISA accreditation process that we'll be moving toward.
 - This year will begin the self-study portion of the process.
 - Finance Committee –
 - Tony mentioned that we are still waiting for a status response from the Diocese for the \$100,000 check received in May.
 - Tuition agreements were sent out yesterday. Gabrielle Jacobs is handling the questions that are coming in.
 - Facilities Committee –
 - The locker project is coming along and will be finished this month.
 - No questions regarding the facilities report
 - Marketing Committee –
 - The next meeting will take place the second week in July
 - Focus areas have been affordability, academics. An annual plan will be discussed at the next meeting.
 - Development Committee –
 - No meeting held
 - Human Resources Committee –
 - No questions were brought up from the HR report
- C. Please forward your strategic plan rankings to Andrew by the end of June.

New Business:

- A. Letter from Cross and Crown Alliance Church
- a. A local church sent a letter of interest for a part of the land on 9th Street (5 acres). John asked the Board members for their level of interest of this offer.
 - i. Discussion held on this
 - ii. The Board feels that parceling out the property isn't the best use at this time.
- B. Executive Committee for 2018-2019 nomination:
- a. Andrew Thorson, Chair
Tom McDermott, Vice-Chair (for 1 year term)
Tony Wihlm, Treasurer
Diana Hellmann, Secretary
- Rob Kleman motioned, Sr. Pam seconded to accept this slate of officers. Motion carried.

Old Business:

- A. Board Retreat will be held July 11 and July 18, 5pm to 9pm, dinner will be included. Topics of discussion will be:
- a. Identify priorities after comparing Board members and staff
 - b. Assigning measurements
 - c. Start the discussion on the Facilities Plan

Announcements:

- Nothing brought up

Future Agenda Items:

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Adjournment:

A motion was made by Diana Hellmann at 7:36pm and seconded by Tony Wihlm to adjourn. Motion carried.

Respectfully submitted: Lois Reischl, Recording Secretary