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:
•

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