Meeting of Lourdes Academy Board of Trustees
Business Office Conference Room, 250 N. Sawyer St., Oshkosh, WI
January 17, 2018
6:15 pm

Call to Order, Opening Prayer and Pledge:
Andrew Thorson called the meeting to order at 6:16pm. Opening prayer was led by Andrew, followed by the Pledge of Allegiance.

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

Open Forum:
• Nothing brought forward

Approval of Agenda:
• Michelle Wihlm motioned to approve the January 17, 2018 agenda. Diana Hellmann seconded the motion. The motion carried.

Approval of Minutes:
• Diana Hellmann motioned to approve the December 20, 2017 minutes. Mary Pogue seconded. Motion approved.

President’s Report:
A. Discussion regarding thank you notes and tax receipts from OACF when donations are made directly to the Community Foundation for fund held for Lourdes. Karen will follow up on this.

Reports and Communications:
A. Lourdes Academy Foundation Report:
   a. No meeting held
   b. The current Foundation members met with Meitler on Monday to discuss options for the role of the Lourdes Foundation.
B. Strategic Plan –
   a. Curriculum and Instruction Report –
      o Discussion on 10th grade Pre-ACT exam results that were included in the meeting materials.
      o Julianne Stanz will be presenting to the faculty and staff on February 14th. All Board members are invited to join, 1pm to 3pm, in the Commons.
   b. Finance Committee –
      o Discussion on the figures reported on the Finance Committee report to the Board.
      o Budget is still being reviewed. A final budget will be presented to the Board for approval in February.
      o Tony Wihlm brought up a change in the new tax reform law regarding 529 funds; donations to the funds can be used as a state tax deduction and the fund can now be used to pay for K-12 tuition.
      o The Finance Committee continues to monitor paying down of the line of credit.
   c. Facilities Committee –
      o No questions on the report
   d. Marketing Committee –
No meeting held
Karen, Lois and Shannon Gibson will be meeting with Career Services at UWO meeting to talk about a marketing internship position to assist the advancement area.
Jim Fay reported that the diocese is working on a marketing project at the diocesan level but that won’t come in the foreseeable future.
Karen met with Zack Pawlosky about our ongoing relationship between Lourdes and Candeo Creative.

Development Committee –
At the next Development Committee meeting the group will be working to develop a list of new/potential sponsors for upcoming events.
Michelle Wihlm has passed the committee chairperson role to Diana Hellmann. Michelle will be completing her term on the Board of Trustees in February.

Human Resources Committee –
No questions on the report submitted.

Official Action

• 2018-2019 tuition
  Discussion on the proposed tuition rate and the area comparable school tuitions.
  An information summary should be made available on the website including information on 529 funds, the value of a Lourdes education, regional comparison, etc.
  Andrew Thorson motioned to approve the proposed tuition rates for the 2018-2019 school year. Michelle Wihlm seconded the motion. Motion approved unanimously.

New Business:
A. Adoration Chapel letter
  A letter from Perpetual Adoration Chapel Committee was sent to Lourdes asking to move the current Chapel to the Lourdes Campus and to be included in the building project. The Board agreed to move forward to include the Chapel in the future building plans.

Old Business:
A. Additional members
  Fr. Tom is actively searching for the St. Raphael Representative to replace Michelle Wihlm’s vacancy when she fulfills her term in February.
  Current Board members are asked to reach out to potential members and submit the contact information to Andrew. He has offered to discuss the Board role with potential members.
  Discussion on the Foundation Board roles. The role of the Foundation will begin to be defined at the next Foundation meeting.
B. Fund Development – Board role
  Karen shared names and asked Board members if they have any connection to this couple.
  Karen shared a Mission Moment – The Campus Ministry students took on a project of making tie blankets for the Christine Ann Center. Club members learned that when a family arrives as the Center they are coming with really only the clothes on their back. The blanket represents something that belongs to the woman or child. The group had a goal to make 10 blankets.

During the HS Band Christmas concert the tradition is that while one band plays a song the other band members collect money from the attendees for their outreach project. While the band played Ave Maria, the group collected over $700. Students went shopping to buy the fleece and while there explained to the clerk cutting the fabric what it was being used for. The Director of Christine Anne Center happened to be shopping and overheard the conversation and was so touched. The group made 35 blankets and donated $130 of Festival gift cards to the Christine Ann Center. Never under estimate the power of
students when they have an idea and mission!

**Announcements:**
- Nothing brought forward

**Future Agenda Items:**
- Board of Trustees self-evaluation sent out today to the Board members
- President annual review will be discussed in closed session.

**Adjournment:**
A motion was made by Rob Kleman at 8:02pm and seconded by Dave Flora to adjourn. Motion carried.

Respectfully submitted: Lois Reischl, Recording Secretary