Meeting of Lourdes Academy Board of Trustees
Business Office Conference Room, 250 N. Sawyer St., Oshkosh, WI
June 19, 2019
6:15 pm

Call to Order, Opening Prayer and Pledge:
Andrew Thorson called the meeting to order at 6:18pm. Opening prayer was led by John Dinegan, followed by the Pledge of Allegiance.

Roll Call:
Kevin Corkin, Gina Hafemeister, Diana Hellmann, Mary Pogue, Andrew Thorson
Tom McDermott arrived at 6:23pm
Excused: Dave Flora, Fr. Tom Long, and Tony Wihlm
Others present include Karen Boehm, John Dinegan, Chad Rath and Cathy Steinert

Open Forum:
• Nothing brought forward

Approval of Agenda:
• Mary Pogue motioned to approve the June 19, 2019 agenda. Diana Hellmann seconded the motion. The motion carried.

Approval of Minutes:
• Andrew Thorson motioned to approve the May 15, 2019 minutes. Gina Hafemeister seconded. Motion approved.

President’s Report:
A. John introduced the new comptroller: Chad Rath. This is Chad’s first board meeting.
B. Changing our World will have its last week of interviews June 24 – June 28. There will be some on-line interviews set up and then a report will be given to Lourdes Academy by mid-July.
C. Discussion on the Strategic Plan and the roll out of the school plan. Will be presented to St. Raphael’s parish the 1st weekend in June and Most Blessed Sacrament parish the 2nd weekend in June. Parish feedback piece is very positive as far as having the parishes involved. Comments on the use of space and efficiency of the plan for the new school is also very positive. People think it is a good plan. Positive energy and excitement about the plan.

Reports and Communications:
A. Lourdes Academy Foundation Report:
   a. Discussion of how the Foundation is focusing on growing the Alumni Association. There was an announcement made at graduation regarding the Alumni Association. Get alumni to come to events and increase networking. Mentorship by our alumni to younger alumni or even current students. Need to improve communication.
   b. Celebration Lourdes 60th anniversary throughout the year at such events as Homecoming, Auction and Catholic Schools week and then a big celebration the day after the golf outing in 2020. Networking with alumni and the marketing committee to get alumni to come from every decade and find out what alumni are doing now, where they are working, and what is going on
in their lives now. Database for tracking this information is Razor’s Edge –going to see if this program has more to offer to us for creating this database.

B. Parish Representative Communication:
   - Dave Flora’s report was included in meeting materials
   - Father Tom Long has met with Gina Hafemeister
   - Father Jerry Pastors has met with Mary Pogue – Father Jerry is going to need to pick a new representative to replace Mary – as this is her last meeting

C. Advancement Report
   - Power up Technology Drive: Drive will continue throughout the school year to purchase Aquos Boards, Chromebooks and upgrade or replace teacher laptops. We were able to purchase some of the Aquos Boards and Chromebooks needed and only 1 teacher laptop. Have submitted a proposal for $25,000 for technology from an anonymous donor.
   - School Choice vouchers broken down by grade and the withdrawal graph – Big Thank you to Heather for all of her work on getting the info together. Plan on doing more specific exit interviews to gather data on exactly why people are leaving; and to follow up to see if there is any way that we can retain them.
   - Mission Moment – “Thanks a Million” Harold Eichstadt with be 102 on June 30, 2019 and this very humble man is very excited that his endowment fund has reached $1,000,000.
   - Website will be revamped over the summer
   - A big Thank you goes out to Shannon Gibson for all her work on the golf outing. And also a Big Thank You to everyone who helped with the golf outing. Could only play 9 holes due to the weather; but there was a good turn out and great participation

D. Curriculum and Instruction Report
   - Jon Fleming’s last meeting. Interview process still open for this position

**Official Action**

- Chartwells Food Service Management Company (FSMC)
  - Thank you to Lois Reischl and Cathy Steinert who did a lot of work on the food service proposal.
  - Discussion on proposal. Cathy Steinert feels Chartwells will be a good fit for Lourdes Academy. They are a nationwide company and the taste testing for the food went really well. Cost for elementary lunch $2.85 and MS & HS cost is $2.95. Students that buy lunches now is around 20% and would like to grow that to 50% or even 90%. Also better options for teachers and staff for lunches.
  - Tom McDermott motioned to approve the FSMC Chartwells beginning July 1, 2019 for a one year contract, renewable up to four additional years. Mary Pogue seconded the motion. Motion approved unanimously.

**New Business:**

A.
Old Business:
A. Board members
   a. Kevin Corkin will come on as a permanent board member.
   b. Father Jerry Pastors will become the Pastoral Representative next meeting. He will need to be given a binder.
   c. Tom McDermott will work as a Nomination Committee to find more board members. He would like a list of all the current Board Members and Foundation Board Members which includes their terms and if they are a parent or nonparent, parish rep, or system family.

Announcements:
• Thanked Mary Pogue for her six years of service to the board. Mary will stay on the HR committee that she is currently on.

Future Agenda Items:
• July Board meeting will start at 5:00 and be in the format of a retreat and will either have sandwiches brought in or go after retreat to get something to eat.
• Invite the Foundation Board members to the July Board meeting/retreat.

Adjournment:
A motion was made by Tom McDermott at 7:20pm and seconded by Andrew Thorson to adjourn. Motion carried.

Respectfully submitted: Diana Hellmann, Secretary (sub)