Meeting of Lourdes Academy Board of Trustees
Business Office Conference Room, 250 N. Sawyer St., Oshkosh, WI
September 27, 2017
6:15 pm

Call to Order, Opening Prayer and Pledge:
Andrew Thorson called the meeting to order at 6:14pm. Opening prayer was led by John Dinegan, followed by the Pledge of Allegiance.

Roll Call:
Tom Baum, Diana Hellmann, Tom McDermott, Cory McKone, Mary Pogue, Andrew Thorson, Michelle Wihlm
Excused: Sr. Pam Biehl, Dan Buttke, Jim Fay, Dave Flora, Rob Kleman, Randy Walter
Others present include Nick Behnke, Sarah Dempsey, John Dinegan, Amy Geffers, Lois Reischl, Kyle Schleis

Open Forum:
• Nothing brought forward

Approval of Agenda:
• Michelle Wihlm motioned to approve the September 27, 2017 agenda. Tom Baum seconded the motion. The motion carried.

Approval of Minutes:
• Diana Hellmann motioned to approve the August 16, 2017 minutes. Mary Pogue seconded. Motion approved.

Planned Giving – Nick Behnke spoke to the subject of donating highly appreciated stocks. Presenting this to the Board of Trustees as a talking point for potential donors.

President’s Report:
A. John Dinegan gave an update in addition to his President’s report:
   B. Meitler Group will meet with the Board of Trustees on October 12, 4:45 to 5:45.
   C. Moving forward with the elementary school, the beginning pieces are to address our financial situation, procure appraisals on the 9th Avenue property to move toward a proxy, submit the proxy to the Diocese and obtain their approval before a capital campaign can even begin.
      a. The appraisals have now been received. Discussion will be held as to what the desire of the Board is to do with this property.
   D. The Diocese held a Leadership Summit on September 22nd in which six leaders from Lourdes attended. This was where the Meitler Draft of the Strategic Plan on Catholic day schools was presented along with breakout sessions on key areas of the plan. Lourdes will be in the pilot phase of the rollout. More details will be forthcoming in January.
   E. A Town Hall meeting will be scheduled within the next month.
   F. Discussion of 5th grade at the MS/HS building. Keeping in mind what is the best for the students.
   G. The Diocese has placed a moratorium on capital campaigns until they roll out their capital campaign concurrent with.
   H. The City-wide Adoration Chapel committee has approached Lourdes as possibly relocating the adoration chapel to the Lourdes/CBO site. More details need to be obtained to move forward with this but the Board initially welcomes the participation in this opportunity.
   I. Hats off to Amy Geffers with the transition to the new elementary site. Great job moving over the summer and a great start to the new school year. Everything seems to be starting off well.
a. The Elementary staff are happy – teaching partners. The increased energy of the staff has had a positive effect on the students.

b. Amy would like to visit the 5th graders more often but the additional duties of the combined school make it hard most days.

J. Kyle Schleis wanted to thank John Hirte and the facilities staff for their efforts over the summer. Great to see the variety of movers; alumni, parents, students, faculty, etc., involved.

K. There were no questions on Karen’s Development report.

L. Pick of the Knight tickets are available. The list of live auction items were shared with the Board members.

M. Discussion held on enrollment numbers.

**Reports and Communications:**

A. Lourdes Academy Foundation Report:
   - No meeting held

B. Building committee meeting –
   - No meeting held

C. Capital Campaign
   - No meeting held

D. Strategic Plan –
   - Curriculum and Instruction Report –
     - No questions on the report included in the meeting materials

E. Finance Committee –
   - No questions on the report included in meeting materials

   • Facilities Committee –
     - Administration was tasked to look at the budget in order to cover the cost of the parking lot issues and new radios.

   • Marketing Committee –
     - No meeting held

   • Development Committee –
     - No meeting held

   • Human Resources Committee –
     - The HR Committee met on Monday evening. The committee report was handed out at the Board meeting.

**Official Action**

• Tuition Agreements
  - John Dinegan spoke about the tuition agreements that have been created for two families that the FACTS system doesn’t work into their payment capabilities.
  - Tom McDermott motioned with Michelle Wihlm seconding the motion to accept the presented payment plan agreements as proposed. Motion carried.

**New Business:**

A. Board treasurer position –
   - Rob Kleman, Tom Baum, and John Dinegan are moving to nominate a candidate for the treasurer position. They will meet with the candidate in the next two weeks.

B. Additional Board members
   - Lois will send out the nomination form to all Board members. Board members are asked to each bring a name as a potential member to the October meeting.

C. School Choice open forum meetings – November and March have been designated as Board Meeting with Open
Forum for School Choice families to discuss the School Choice program here at Lourdes. The DPI and each family have been notified as required.

**Old Business:**
A. Fund Development – Board role  
   a. Karen is looking for any contact information for two specific businesses. If any Board member has information, please share this with her.  
   b. There are openings for new auction and table sponsors. If you know of anyone, please contact Karen with that information.

**Announcements:**  
• Nothing brought forward

**Future Agenda Items:**  
• 18/19 Budgeting will begin in October

**Adjournment:**
A motion was made by Michelle Wihlm at 7:54pm and seconded by Tom Baum to adjourn. Motion carried.

Respectfully Submitted: Lois Reischl, Recording Secretary