



Oregon Episcopal School

**Board Meeting  
Minutes  
June 6, 2018**

**Present:** President Elizabeth Gewecke, Nancy Bryant, The Rev. Robert Bryant, Tabon Chang, Dan Drinkward, Paul Ehrlich, Mary Lou Green, Pam Hummelt, Adam Kobos, The Rev. Nathan LeRud, Brad Lawliss, Malcolm McIver, Georgina Miltenberger, Alicia Morissette, Chris Riser, Nate Schwalbach, Kevin Walkush, Jess Wetsel

**Advisors Present:** Hilary O'Hollaren, Ben Chessar

**Staff Present:** Phillip Craig, Susie Gundle, Peter Kraft, David Lowell, Liz MacDonell, Gretchen Reed, Jon von Behren, Sage Carter, Asha Appel, Ann Sulzer, Jen Bash

**Absent:** The Rt. Rev. Michael Hanley, Mo Copeland, Moira Buckley

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The meeting was called to order at 4:06PM, with the invocation given by Nathan LeRud

**Consent Agenda**

**MOTION:** It was moved by Jess Wetsel and seconded Nancy Bryant to approve the April 24, 2018 minutes.

**MOTION:** The official start date of the Campaign be recognized for gift acceptance purposes as January 1, 2018.

**MOTION:** The consent agenda passed unanimously without discussion.

**Head's Report**

- Mo thanks the Board for allowing her to go on sabbatical. It was so meaningful and a once in a lifetime experience.
- The admin team moved forward with all their operatives. Special thanks to Peter Kraft for jumping into the community and connecting and filling the role.
- We have an alumna who accused one of our current teachers of inappropriate behavior. The school has done a rigorous investigation and found that he was not at fault of anything criminal.
  - The Portland Tribune is running an article on this case that will run online on June 15<sup>th</sup> (Graduation day) and in print the next week.
    - Knowing this will be made public and that the school will have to communicate with the community while respecting the teacher's privacy.
  - Trustees should respond to the community that they are aware this went on, they have confidence in the investigation and all questions can be directed to Mo.

- The Bishop will be at graduation and Peter handled this situation very well. He will sit on the stage with Mo and Elizabeth. The students will only shake Mo and Asha's hands which will expedite the evening as a whole.

### **Capital Campaign**

Liz has been working with Alicia Morissette, Campaign Chair, on the first phase and remodeling the gym and they are going to go out into the community and talk to our most devoted donors first.

This summer we will look to the leadership of the school to provide the first round of fundraising. This includes the Board, Admin Team, Campaign Members, etc.

#### **Phase 1 – Advancement Staff**

Define the project, put together the campaign operating plan, establish leadership gifts

#### **Phase 2 – Leader and Major Gifts**

All documents will be finalized and asks will be made. When leadership make early gifts it positions the school well in accomplishing the fundraising goal of \$5M with 100% participation by the first Board meeting in October 2018 (1/3 of the final goal).

### **Finance**

MOTION: The finance committee recommends the 2018-19 budget as written for approval by the board of trustees as presented. The finance committee approved and reviewed this on May 19, 2018. It was moved by Nate and seconded by Nancy to approve the 2018-19 budget. The budget passed unanimously without discussion.

The meeting was adjourned to Executive Session at 1:50pm.