

Archbishop Murphy High School

Board of Trustees
September 19, 2018

Present: Sue Adams, Rich Bacigalupi, Brett Carlton, Jeff Cymbaluk, Jessica Gurley, Deacon Dennis Kelly, Talia Mahnke, Roman Miller, Larry Moore, Brian Murphy (via phone), Shannon O'Kelley, Steve Schmutz, Kathy Wartelle,

Absent: Mark Howley, Millie Judge, Fr. Hans Olson, Bridget Rauvola, Duane Schireman, Pat Sievers

Deacon Dennis led the meeting in Prayer

- I. Jeff Cymbaluk asked for the group to approve the nomination of Sue Adams as Secretary. All approved.
- II. Sue Adams took roll.
- III. Jeff Latta was invited to speak to the board regarding the events from last week involving a student threat made on social media. Jeff responded to questions and provided the timeline of the investigation and communication to families. The student involved in this situation is no longer enrolled at AMHS.
- IV. School report: Danielle Appleby presented on the Academic Resource Center (ARC)
 - A. Danielle reviewed the growth of the program with enrollment, staffing, and courses.
 - B. She addressed questions regarding the continued growth of the program, having a special tuition rate for ARC students, and the challenges with the current classroom space.
 - C. Jeff Cymbaluk reminded the board that the ARC is the target for the DREAM auction Fund a Need. The targeted areas of need are testing room/office space, classroom technology for students (laptops), faculty professional development, and tuition assistance for ARC students.
 - D. Danielle addressed the areas she can measure success in the program, which include student GPA, graduation rate, college matriculation/acceptance rates.
 - E. Shannon O'Kelley suggested the school pursue grant funding and will connect the school with a good person.
 - F. Danielle discussed how the ARC works in collaboration with other faculty outside of the program. There was consensus the school needs to address the ability to admit students beyond our resources, now with 20% of the enrollment receiving some support from the ARC.
- V. Committee reports
 - A. Spirituality, Health, Wellness: Deacon Dennis presented for the group. Jordan James is developing a student questionnaire focused on the school lunch program and

offerings. Jordan wants to shift the program to include an emphasis on healthy options. Jordan will release the results of the student survey from the spring and provide messaging to both students and parents.

- B. Governance: Steve and Jeff discussed the sponsored gifts for the board of trustees to contribute towards—an autographed guitar with 15 country/western artists; an autographed Master Flag (Jack Nicklaus, Gary Player, Arnold Palmer). Board members may send a contribution to the board gift to the school to Steve's attention (checks made out to AMHS). Steve reminded the group to serve as table captains and partner on tables if needed. Jeff and Jodie Cymbaluk are the auction chairs and helped select two exciting trip experiences: VIP trip to the Vatican; Nashville, TN whiskey tour. Steve presented on the Wesco WIAA audit which found no violations of any kind for the school. The draft is under revision and review. Karen Tarabochia and Kristin Dixon will share OCS board duties this year.
- C. Finance: Larry presented on the positive status of cash flow due to the early payment from Cambridge for the international students. Mary Knox negotiated a 1% money management account for the excess cash each month through our accounts with Coastal Community Bank. Mary removed \$480,000 of fixed asset items from the books—these were out of date items. The current budget with 506 students shows a higher projected reserve than the budget approved in August with 495 students. With the school maintaining expenses, collections, and hitting all fundraising numbers, the reserve projection is over \$480,000. Larry reviewed the copier lease options with the group and the board unanimously approved the first bid option with Sharp. Larry suggested the board see an updated fundraising strategy from the school.
- D. Advancement: Shannon O'Kelley would like to attend the next Finance Committee meeting and discuss the ROI on admission and development. The committee will focus on the STAR event and generating more revenue at this event. The overall fundraising goal for the year with Annual Fund, Auction/Fund a Need, STAR, and business partners is \$462,000. Shannon suggested board members attend the Fulcrum Celebration of Light to look at a successful gala event and leverage connections with Fulcrum. Rich mentioned his work on an endowment in his community. He suggested the school do an ask at Grandparent/Godparent Day and place more emphasis on endowment growth with planned giving.
- E. Innovation and Planning: did not meet in September—no report.

There was no new business or executive session.

Meeting adjourned 7:50pm.

Respectfully Submitted,

Steve Schmutz and Sue Adams