

**Board Meeting
Minutes
January 15, 2019**

Present: President Elizabeth Gewecke, Nancy Bryant, The Rev. Robert Bryant, Tabon Chang, Dan Drinkward, Mary Lou Green, Pam Hummelt, Adam Kobos, Brad Lawliss, Malcolm McIver, Georgina Miltenberger, Alicia Morissette, Sarah Raymond, Lucy Reynolds, Chris Riser

Advisors Present: Mo Copeland, Hilary O'Hollaren, Ben Chessar

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

Absent: Dan Bissell, The Rev. Nathan LeRud, The Rt. Rev. Michael Hanley, Paul Ehrlich, Kevin Walkush, Jess Wetsel

The meeting was called to order at 4:04PM, with the invocation given by Father Robert.

Consent Agenda

MOTIONS: It was moved by Father Robert and seconded by Nancy Bryant to approve the board minutes from December. The motion passed unanimously.

It was moved to accept the St John the Baptist OES Liaison report for 2018. The motion passed unanimously.

Head's Report

- Mo has moved into the Head of School house and the inaugural event at the house happened last night in support of the current Capital Campaign.
- Mo just returned from the NWAIS accreditation committee and is grateful to be able to see trends happening in the industry. The school's last accreditation was 8 years ago. Recommendations included: a more robust articulation of our program based on the Essential Competencies; changing our bylaws with regard to the Episcopal calculation of the minimum number of trustees needed on the Board, and to strengthen faculty evaluation. We will write the self-study next school year, 2019-20, and the visiting team will be on campus the following year, 2020-21.

Enrollment Trends

Over the last 9 years, OES has been fully enrolled at or above budget, which is a great sign of the school's health. The 5 year averages for the entire school's applications, acceptance rate and yield rate are all in a comfortable range and are tracking with our benchmark schools.

Both the Lower School and Middle School Open House attendance increased this year. Our boarding applications all come in at the end of January and Susie feels that the strong trends we've seen over the

last 5 years will continue.

Questions:

- Given the current political situation with visas have we seen any change in the application numbers?
 - The office is very aware of the issue and they have not seen any changes so far.
- With regard to boarding, how would the 5 year average numbers change if we removed the boarding data?
 - The Enrollment office will look at those numbers.

Building Project Budget & Design

Dan Drinkward reported that the Hacker and Fortis team are zeroing in on a project budget. The project budget is currently at \$16.5M though our working goal for the design and construction teams is \$16M. We are at the first decision point to authorize the design and budget based on the timeline set out at the start of the project. The next decision point is a year from now which will authorize the actual building of the athletic center. We are tracking to break ground in March 2020.

Alicia Morissette reported that we are ahead of schedule with leadership donors and meeting fundraising goals at this time, having raised \$6.5M of the \$5M goal set for year end 2018. Campbell and Company recommended we have a pipeline twice as large as we want to raise and we are tracking well on those numbers. The campaign event last night at Mo's was to inform the school's volunteer leaders of the project and did not include fundraising. Outreach will continue this year and the entire school community will have a chance to see the plans and participate in the project.

The Finance Committee finds that it is financially viable for the school to draw up to \$5M long-term debt for the capital project. Dan explained that "viable" doesn't mean "best option". We consider this to be a backstop and we continue to work toward raising the full amount for the project.

Estimated expenses through this year are \$1.6M of which \$663,000 has been spent. The rest of the money will get the project through the application permits, fundraising expenses, and the ability to start building.

Suggested Board Resolution: The Board approves an athletic center project budget of \$16.5M and authorizes the expenditure of an additional \$1.2M of this budget between now and December 31, 2019 for the design and preconstruction engineering of this project.

Motion: After robust discussion, Dan moved to approve the resolution as written and Nancy Bryant seconded. The motion passed unanimously.

Tuition Plan

The Finance Committee recommended the 5-year plan scenario as presented to the board, which includes tuition for next fiscal year.

Question:

- How do our faculty salaries compare to the market?
 - Compared to public and private schools we are in the same range. We are not losing teachers due to salary.
- What is the reason for the varied tuition increase percentages?
 - In order to smooth the financial transition at decision years.

MOTION: It was moved by Malcolm McIver to approve the 4.8% tuition increase for the 2019-20 school year in accordance with the Finance Committee recommendation. Dan seconded and the motion passed unanimously.

Brand Refresh

In 2012 MindPower helped us with rebranding including colors and the “Always Open” tagline. It is now time to bring the brand into realignment, especially given the campaign and the upcoming sesquicentennial. MindPower is still in the creative stage but Liz shared with the Board a preview of changes to come. The new branding includes a sub-level for athletics and some color changes and ideas for the admissions viewbook. These changes won’t roll out until the next school year.

Auction Special Appeal

After a lot of consideration and conversation the auction volunteers have asked to focus on Flexible Tuition for the paddle raise this year. The school will try this out for 3 years and see if it makes a significant difference to our dollars raised. Other area schools use this methodology and find it to be successful in their communities. The auction grosses ~\$500,000 annually and the paddle raise goal this year is \$150,000.

The meeting was adjourned to Executive Session at 5:48pm.