

**AMHS**  
**Board of Trustees Minutes**  
**May 15, 2019**  
**6pm - Heath Hall 706**

**Conference call# 425-332-3052**

**Bridge# 102**

**Passcode# 1022**

Present: Bridget Rauvola, Deacon Dennis Kelly, Mary Knox, Duane Schireman, Millie Judge, Brian Murphy, Larry Moore, Jessica Gurley, Pat Sievers, Brett Carlton, Talia Mahnke, Kathy Wartelle, Sue Adams, Rich Bacigalupi, Jeff Cymbaluk, Shannon O’Kelley, Alex Crane, Kristin Dixon.

Absent: Mark Howley, Fr. Hans Olson.

Guest: Steve Knox

Prayer—Deacon Dennis Kelly

Roll call— Sue Adams

Approval of April Minutes—Millie Judge—The board reviewed and approved the April minutes.

**Principal’s report**

– Alex Crane: Alex shared an overview of the busy month of May which includes AP exams, award assemblies, Baccalaureate and Graduation.

**Spirituality and Wellness committee report: Duane Schireman**

--Duane reported on the recent school viewings of the films Finding Kind, and Bully—the focused groups were 9<sup>th</sup> and 10<sup>th</sup> grade students. The films included breakout sessions led by AMHS faculty and staff and senior students. Seniors Annie Burns and Luke Riojas delivered talks to the female and male students, respectively. The committee discussed upcoming activities focusing on social media, stress, and anxiety as well as planning for upcoming CP’s. The committee discussed the DREAM auction Fund a Need which will focus on the Spirituality and Wellness program. The committee shared ideas regarding the video for the auction—how to tell the story of this program, how the FAN can help the program, etc.

**Governance committee report: Millie Judge and Steve Schmutz**

--Millie discussed the board process for board membership to begin with time served on committees prior to moving to full service on the board of trustees. The June meeting will include a vote to approve committee membership for Joe Ennis and Mike Burns as well as board membership for current committee members Mytyl Hernandez and Bill Brooking.

--Steve reviewed the update on the WESCO league topic of the upgrades to the lower field. Jerry Jensen presented the plan and information to the WESCO Athletic Directors at their recent meeting and they were satisfied with the project scope and timeline.

--Millie and Tom McDonough are updating the language for the International program contract and will submit the document to Cambridge upon completion.

--Steve reported on the early visits of incoming Principal Alicia Mitchell—she attended the New Family Dinner on May 14 and is scheduled to spend a full day visiting AMHS on May 20.

**Finance committee report: Larry Moore**

--Larry reported on the strong fiscal state of the school. Mary presented a short overview of the budget with numbers still trending positively: the school is over budget in revenue and under budget in expenses. Mary continues to project year-end reserves of between \$400,000 and \$500,000.

--The board will review the updated Finance policies at the June Finance committee meeting and the June board of trustees meeting.

**Advancement committee report: Shannon O’Kelley**

--Shannon and Steve presented on the success of the fundraising efforts for the STAR breakfast. Total costs for the event were under \$200 and the amount raised on the day of the event was over \$32,000. With funds carried over from matching gifts and pledges from the 2018 STAR event the total raised was over \$40,000. Many thanks to Shannon and Deacon Dennis for their leadership and support of the event.

--Steve recognized Rich Bacigalupi for his leadership in planning the events and program for the Grandparents/Godparents Day event. Rich led the ask at the luncheon which resulted in donations to the Grandparents Fund as well as support for the St. Thomas Chapel.

**Innovation and Planning committee report: Pat Sievers**

--The committee invited IT support and IT teacher Steve Knox to present on the topic of the school servers. The committee proposed updating the warranty on the current servers (which will expire in September) to allow the school a three-year period to determine the options for either replacing the servers over that time or moving them offsite. The current IT budget can support part of the cost, the request from the committee is to use some of the facilities reserve funds to cover the remaining costs. Once IT receives the bid they will share it with the board. The estimated cost of the project would be around \$8,000 to \$12,000.

--Pat reviewed the facilities needs list and bids acquired from Rex Lewandowski. The board motioned and approved the facilities reserve account to allocate the funds to cover the \$70,000 expense.

Executive Session—Millie Judge

New Business and Closing Remarks – Millie Judge

Meeting adjourned at 7:45pm

**The next board meeting will be on June 12, 2019**