

MINUTES
AMHS Board of Trustees Meeting
April 21, 2021

Present: Sue Adams, Rich Bacigalupi, Brett Carlton, Jeff Cymbaluk, Jessica Gurley, Millie Judge, Mary Kelly, Talia Manhke, Alicia Mitchell, Larry Moore, Brian Murphy, Shannon O’Kelley, Joan Ritter, Steve Schmutz, Pat Sievers

Absent: Bill Brooking, Terri Fewel, Mytyl Hernandez, Mark Howley, Bridget Rauvola,

Opening Prayer – Steve Schmutz

Roll call – Sue Adams called the roll, and a quorum was declared.

Approval of Minutes – **The Board approved the minutes from the February meeting** of the Board of Trustees.

School Report –Alicia Mitchell

Alicia reported that almost 300 students have been attending school five days a week since the beginning of March. While the school has reported a few COVID-19 cases, there has not been an outbreak at any time during the school year. Catholic identity activities during Lent included Rice Bowl collection and prayer services during Holy Week. Diversity Equity and Inclusion staff training continues. Planned senior activities include the Baccalaureate Mass at Saint Elizabeth Ann Seton and graduation on the lower athletic field if weather permits. The ASB, campus ministry and leadership class are also planning end of year activities for our students.

Governance – Jeff Cymbaluk, Steve Schmutz

The Governance Committee discussed the board roster for 2021-22. Steve provided an update on staffing changes. Gail Wellenstein, Beth Mock and Lil Ryen are retiring, and Caleb Rivas-Ahrens, Samantha Dodson and Sean Gross are moving on to other positions or pursuits. Steve has reviewed the current draft of the new Strategic Plan with stakeholders and will solicit feedback from the Governance Committee in May and the full Board in June.

Finance Committee – Millie Judge, Joan Ritter

Millie presented the main components of the budget for the 2021-22 school year for approval by the Board with no change in tuition, an enrollment of 465 students, and tuition assistance at just over \$1M. The Finance Committee also recommended adjusting the fundraising goals for events to reflect recent performance levels.

- **The Board approved the budget for the 2021-22 school year budget.**

The Finance Committee also recommended an amendment to our current facilities funding policy where 10% of our operating reserves will be set aside for both long- and short-term facilities projects (50% to each designation).

- **The Board approved this amendment, and the Finance Committee will finalize this proposal and review with the Board in May.**

Jeff discussed the need to replace two of our older buses most likely with two additional black vans. Several options are being considered for funding their replacement and will be discussed at the next meeting in May.

Spirituality, Health and Wellness Committee – Sue Adams

The lunch program with The Catering Company continues to be a success with an average of 115-130 orders per day. With Joan's help funds raised for kitchen improvements at a previous Grandparents Day was identified (\$2130) and will be used for renovations related to the kitchen improvements project. Jordan will be sending out two surveys to students in May to assess the success of the Spirituality, Health and Wellness Program and the value of the events and activities held throughout the year.

Planning and Innovation Committee –Pat Sievers

Improvements to the Campus Ministry office are well underway and the nano wall will be installed in mid-May. Additional facilities work being done includes the installation of a ticket window just outside the gym in the athletic hallway, and the addition of two roll up doors outside the kitchen and new countertops. Bids are being secured for the front entrance security gate project and will be reviewed the Board at the May meeting.

Advancement Committee – Rich Bacigalupi, Steve Schmutz, Shannon O'Kelley

The STAR event will be held virtually May 6-11. So far there are over 100 donated items and 100 registrations. Through videos the event will highlight alumni in the health care field and will honor Gail Wellenstein as well as the health studies program. Steve reported that the incoming freshman class is almost at 100 students. Marketing efforts to promote admissions continue using primarily social media.

Alumni Relations Committee –Talia Manhke

The classroom tribute plaque for Jim Leonard has been delivered and will be installed above the door of Natalie Schmidt's room in Grace Hall. The committee also produced an "Alum of the Year" coin which will be sent with a certificate to alumni in healthcare as part of the upcoming STAR event. Completion of the Holy Cross Legacy Wall project is planned on or around May 20th. The committee also contributed to the fund for the Wildcat statue project which was primarily funded by the class of 2020. "Murph" (name given to the statue by students) will also be installed in late May prior to graduation.

The next Board meeting will be on May 19, 2021.