

**MINUTES**  
**AMHS Board of Trustees Meeting**  
**May 19, 2021**

*Present:* Rich Bacigalupi, Jeff Cymbaluk, Jessica Gurley, Mary Kelly, Terri Fewel, Bill Brooking, Mytyl Hernandez, Talia Manhke, Alicia Mitchell, Brian Murphy, Shannon O’Kelley, Joan Ritter, Steve Schmutz

*Absent:* Sue Adams, Brett Carlton, Millie Judge, Pat Sievers, Larry Moore

**Opening Prayer** – Steve Schmutz

**Roll call** – Steve Schmutz called the roll, and a quorum was declared.

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

**School Report** –Alicia Mitchell

Alicia reviewed the upcoming schedule of year-end events including: May 22 Bounce Back Bash and June 3 Baccalaureate and June 4 graduation—both scheduled to take place on the lower field. The fall play will be viewed in movie format at the Everett Historic Theatre and Stanwood Theatre over the next two weeks. AMHS is excited to host a visit from Archbishop Etienne on May 25 to visit classrooms, the St. Thomas Chapel, and view the campus ministry space. Alicia reviewed highlights of some of the new faculty who will join the school in the fall.

**Governance** – Jeff Cymbaluk, Steve Schmutz

Steve and Jeff requested the board review the draft of the strategic plan and asked for any questions or concerns to be sent prior to the next Governance meeting. The Governance Committee has approved the plan and seeks board approval in June. Steve updated the board on the recent changes with the football program: Mark Leone is moving to Florida and Josh Jansen has been named the interim head coach.

**Finance Committee** –Joan Ritter

Joan reviewed the financial statements, which include recent cash deposits from a second Fulcrum Foundation COVID relief grant and a tuition assistance grant from the Tulalip Cares Fund. The statements also included updated expenses and revenue from athletics. Year-end projections show cash reserves in the area of \$1.2 to \$1.3 million—this includes the PPP loan that was forgiven, the tuition rebate offered to families, and all athletics expenses. The budget from August had projected an overall loss of \$400,000. Joan highlighted the fact the school has managed expenses well this year and received significant grant funding.

Joan and Jeff shared the information regarding the rise of rates from the Silver Lake Water District. Finance will continue to discuss this with the plan to send a letter of clarification and speak at an upcoming district meeting.

**Spirituality, Health and Wellness Committee** – Steve Schmutz (report submitted by Sue Adams)

The Spirituality, Health and Wellness Committee reviewed results of the year-end student survey sent to assess the success of the program and the value of the events and activities held this year. There was a 58% response rate (279 responses) and 79% of respondents rated the environment at AMHS as "Good", "Very Good" or "Excellent" in terms of wellness. Of the six wellness events surveyed, most respondents found the material covered to be both helpful and motivational. Overall, the SHW Committee spent ~\$35K this year for programs related to wellness, supplies for the campus health room, and upgrades to the campus ministry space and kitchen.

Jeff requested Joan prepare an updated report on the Fund a Need balances for the ARC, Wellness, and Technology reserved accounts.

**Planning and Innovation Committee** –Rich Bacigalupi

Rich updated the board on the facilities work schedule. Pat, Rich, and Rex Lewandowski will confirm the 1-3-5 year plan for projects. Discussion of installing an electric security gate at the school entrance has shifted to installing a power source near the gate for a security camera. The committee requested board approval for summer facilities projects—the Finance Committee will review the project and bid list in June prior to returning for board approval.

Discussion of the server room yielded a concern regarding the sprinkler system in the server room. Rich and Jon Echols have been in discussion of ensuring the back up and disaster recovery for the server is set in place. This concern will be addressed with the IT department.

**Advancement Committee** –Shannon O’Kelley, Steve Schmutz

Shannon praised the success of the STAR event—great video profiles of alumni in healthcare and Dr. Gail Wellenstein. Steve updated the results of the funds raised: over \$44,000 and counting for a budgeted event of \$25,000. Shannon and Steve reviewed the admissions funnel. Steve and Jana are following up with current families on re-enrollment and seeing new applications and inquiries. A continued social media campaign with the ROI message and value proposition of an AMHS education is in motion. New business partnerships with The Farm across 128<sup>th</sup> will present new opportunities for the development office.

**Alumni Relations Committee** –Talia Manhke

Talia shared an update on the Legacy Garden project and plans for an August alumni event to celebrate the new space as well as hold reunions for the classes of 1996, 2001, and 2011. The Alumni Committee is proud to sponsor a laptop gift to a graduating senior who was identified as a recipient by the counseling office and selected by the committee. Thank you to Jen Bowman for sponsoring this gift.

*The next Board meeting will be on June 16, 2021.*