



**Board of Trustees
Meeting Minutes
December 13, 2011
GRACE Administrative Office
Room 105**

Trustees Present: Karen Denney, Connie Jensen, Gary Kozloski, Kim Lasecki, Bill Micksch, Michael O’Callaghan, Art Olsen, Elise Opicka, Sue Tengowski, Lee Thibaudeau, Gary Van Handel, Marv Wall, and Mark Warpinski

GRACE Staff Present: President Allan Patek, Administrative Assistant Linda Barton.

Others in Attendance: James Cullen GRACE Student Services Coordinator and Vicki Marotz, St. John the Baptist Principal.

Call to Order: Board Vice-Chair, Michael O’Callaghan called the meeting to order at 6:33 pm.

The group opened with a prayer.

1. **Roll Call** was taken with 11 members present for a quorum. Trustees, Jensen, Lasecki, Micksch, O’Callaghan, Olsen, Opicka, Tengowski, Thibaudeau, Van Handel, Wall, and Warpinski.
2. **November 8, 2011 Meeting Minutes:** Mark Warpinski moved approval of the November 8, 2011 minutes, seconded by Lee Thibaudeau. Motion carried.

Trustee Karen Denny arrived at 6:35 p.m.

3. **Open Forum:** No one appeared.

4. **Communications:**
Trustees discussed the communications report. Trustee Mark Warpinski moved to send the Notre Dame SAC letters to be reviewed by the Education Committee. Seconded by Trustee, Art Olsen. Motion was carried. Trustee mark Warpinski moved to send the Notre Dame SAC letters to the Finance Committee, seconded by Karen Denny. Motion carried. Vice Chair Michael O’Callaghan put communications report on file by unanimous consent.

5. **Presentation:**
President Allan Patek briefly described the Student Services Project, and introduced James Cullen (GRACE Student Services Coordinator) and Vicki Marotz (St. John the Baptist Principal). After the presentation, the Trustees asked question about

services provided, the range of student needs and the time devoted to exception students.

Trustee Mark Warpinski moved to direct staff to develop a standard policy for accepting students with cognitive needs, seconded by Kim Lasecki. Motion carried. Vice Chair Michael O'Callaghan thanked Vicki and James for their presentation.

6. Monthly Reports:

a. Development Report (attachment #4)

President Allan Patek presented the Development Report. Trustees had a brief discussion about current plans and priorities for consultant Bill Schmedicke from Monaghan Associates, Inc.

b. Finance Report

Trustee Marv Wall presented the Finance Report. Trustee Mark Warpinski moved to place the report on file, Trustee Sue Tengowski seconded the motion. Report was received and placed on file.

c. President's Report

President Allan Patek reviewed the President's Report. The President Report was discussed. Trustee Marv Warpinski moved to place the report on file, Trustee Lee Thibaudeau seconded the motion. Report was received and filed.

7. Committee Reports and Recommendations:

Vice Chair O'Callaghan reviewed and called each report.

a. Executive – No discussion.

b. Finance/Facilities – No discussion.

c. Development

A short conversation was held. William Schmedicke of Monaghan Associates proposal was reviewed. Trustees thanked the Development Committee for their quick action on getting consultant information back to the Trustees. Motion was given by Trustee Mark Warpinski moved to place the report on file. Moved by Trustee Mark Warpinski to thank the Development committee for its quick action, seconded by Trustee Marv Wall. Motion carried.

d. Human Resources

Human Resources Chair Lee Thibaudeau reviewed the committee minutes
Trustee Mark Warpinski made a motion to place report on file. Trustee Lee
Thibaudeau seconded the motion. Report was received and filed.

Trustee Chair Gary Kozloski arrived at 8:05 p.m.

e. Education and Catholic Identity – No discussion.

f. Marketing/Public Relations:

Marketing Committee Chair and Trustee Karen Denny reported the minutes
were not available. Trustee Gary Kozloski asked about Our Lady's Helpers
status. Chair Denny, indicated the committee had not yet meet with the sponsor
group.

8. New Business

No new business.

Trustee Mark Warpinski moved to recess and reconvene in Executive Session,
seconded by Trustee Sue Tengowski. Motion carried. It was 8:10 PM

9. EXECUTIVE SESSION

The Board convened at 8:15 PM.

The Board returned to open session at 9:25 PM. Trustee Elise Opicka moved to
Adjourn. Seconded by Trustee Gary Van Handel. Motion carried.

Meeting adjourned at 9:27p.m.

Respectfully submitted,
Linda Barton
Recording Secretary