



**Board Meeting
Minutes
October 3, 2017**

Present: The Rev. Robert Bryant, Elizabeth Gewecke, Mary Lou Green, Dan Drinkward, Adam Kobos, Brad Lawliss, Malcolm McIver, Georgina Miltenberger, Pam Hummelt, Nate Schwalbach Chris Riser, Nancy Bryant, Tabon Chang, Paul Ehrlich, Alicia Morissette, The Rt. Rev. Michael Hanley, Nathan LeRud, Kevin Walkush

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

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

Absent: Moira Buckley, Jess Wetsel, Asha Appel

The meeting was called to order at 4:03PM, with the invocation given by Phillip Craig.

Consent Agenda

It was moved to approve the Board of Trustee meeting minutes from June 10, 2017 with the adjustment that Kevin Walkush and Father Robert Bryant were absent. It was seconded by Malcolm McIver and the minutes passed unanimously.

Head's Report

The first neighborhood tour was last night and Mo, Asha, and Peter all attended to introduce themselves to the community and talk strategically about the school with parents. Mo and Liz just returned from a fundraising trip to Asia where they met with friends and alumnae of the school.

The Fariss Hall exploration is under way with a full faculty meeting this week to discuss the possibilities for the space. The space is a transitional part of the master plan as it fills the needs that are not complete yet on campus such as music, performing arts and athletics. Athletics and the school store as well as Peter Kraft, Dori King and the Extension team have all moved in to the lower half of the building.

Audit

This year, the audit review will come after this board meeting and the Audit Committee is feeling confident there will be no changes or surprises. The audit needs to be accepted by Oct 23rd and so the committee is requesting the full Board's permission for them to approve the audit on the Board's behalf.

MOTION: It was moved to authorize the Audit Committee to approve the 2016-17 audit. The motion was seconded and it passed unanimously.

Crisis Planning

Jon and the crisis/safety team have been doing research on best practices for emergency planning. We've organized the school with an incident command structure that works well with all hazards and is a structure first responders know and expect. This past August we simulated an all employee emergency evacuation and we will continue to grow and develop our skills and plans.

There is a comprehensive plan for emergency preparation on the website and all parents are encouraged to make a plan for their own families. We are prepared in the case of emergency for the entire neighborhood to come to our campus as they will likely assume we have more resources.

Feasibility Study – you get a good result if you go through a good process

The feasibility study is going test the potential for fundraising for the remaining projects on the master plan.

- Gym: 50 years old and we've outgrown the space
- Dorms: also 50 years old; outdated
- Performing Arts: working now in Fariss hall and in the explore phase.

Amy Brown from the Campbell & Co./Collins Group is here to help us launch the feasibility study and this is the 3rd time OES has worked with them. Through the summer we sent the Campbell Group as much data as possible for them to create our test case which was sent to Trustees this week. The feasibility study committee is being led by Don and Alicia Morissette. The Trustees here today will go through the focus group test with Amy and the school staff will not be present. There will be 2 surveys that will go to Trustees and other stakeholders. Amy will take all this information and report back to the Board at the Dec 7th meeting. A decision on how to move forward with fundraising will be made after discussion in January.

As we start to engage the Campaign Planning Committee we know people will start talking about the study and possible next projects. When you hear chatter among families, keep reminding them we're in the "explore phase" and there is no definitive timeline, plan to build, or budget. Please encourage families to explore with us.

The retreat was adjourned to Executive Session at 4:30pm