

**Saint Paul School of Theology
April 2018 Board of Trustees Meeting
Monday, April 16 - Tuesday, April 17, 2018
Fox Hill Administrative Offices**

Monday April 16 Session

Board Members attending in person: Michael Parmely (Chair), Twila Glenn, Mark Faulkner, Lia McIntosh, Glenn Grove, Dustin Petz, Tex Sample, Bishop Fritz Mutti (non-voting life trustee), Julie Robinson, Arden Borgen, Susan Lindahl, Susanne Teel, Lee Myane, Bishop Robert Hayes, Andy Bryan, Greg Harvey, President Neal Blair (ex officio)

Others attending in person: Kristen Kvam, Angela Sims, Jeanne Hoeft, Margarita Narcisse, Jim Brandt, Matthew Mills, Melissa Whalen, Israel Kamudzandu, Hal Knight

Attending via Zoom: Elaine Robinson, Greg Henson (only during his presentation)

Friends of Saint Paul attending in person: Nancy Brown, Jack Gregory, Rena Yocum, Linda Lauderback

Chair Michael Parmely called the meeting to order at 9:00 AM.

Rev. Andy Bryan offered the opening devotion.

Twila Glenn moved to approve the January 18, 2018 minutes. Andy Bryan seconded. Motion carried.

Board agreed to change the **2018 summer board meeting dates** to **August 20 to August 21**, allowing Board to collaboratively prepare for HLC site visit (September 10-12, 2018) and to meet during the convocation.

Conversation between Board and Faculty (around structured questions)

The Board and Faculty had a conversation structured around questions they each had prepared before the meeting. The Faculty asked:

- A. How do you see the role of Faculty Council in shared governance and how might the relationship between Faculty Council and the Board of Trustees be strengthened? (We are grateful for this opportunity for conversation and are eager for ways to further strengthen our connection.)
- B. Would you as Board members be open to accepting invitations to attend a regular session of a Saint Paul class? How might we facilitate Board members attending one or more class sessions to gain first hand exposure to what happens in our classrooms?
- C. Thinking about the role of the President—where is the Board in relation to a search to be able to hire a new President in a year and how does the Board envision the President's role going forward? That is, do you imagine continuing the present structure in which the emphasis is on fund raising with less attention to day-to-day leadership of the institution?
- D. How does the Board conceive of the relationship between the Board and SPST, on the one hand, and the Conferences, on the other hand (especially now that Bishops don't automatically have a seat on the Board)?

The Board asked:

1. Many of you work with trustees or attend board meetings. Where do you see the most urgent needs for educating trustees about theological education?
2. What opportunities for growth and improved learning would you like to bring to the attention of the board?
3. How well does the Strategic Plan 2017-25 provide direction for your work? Has it been adequately operationalized and implemented?
4. What is the most effective method for the board to communicate with you and you with the board? What was the one piece of information you wish you would have had this past year?

The conversation included the following observations and responses.

Jim Brandt offered that theological education must respond to a world in which there has been a one-third disestablishment of the church in North America and shift from Christianity being focused in the North Atlantic to Christianity being global, while wrestling with the legacies of colonialism. More students are seekers who

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don't have a clear calling to pastoral ministry, nor an identification with a denomination. Over the last thirty years, theological education has developed a practical theology and discipline of congregational studies. Twila Glenn asked about striking a balance between ancient traditions and modern realities. Jim Brandt responded that church traditions are ever- dynamic and adapting to a changing world, faculty help students envision what the church of the future will look like. Elaine Robinson offered that ancient ways and biblical history teaches us how the church becomes more culturally diverse.

Board members inquired about visiting classes. Jeanne Hoeft responded that the faculty encourages the Board to do so and asked that they identify classes of interest and seek permission from the professor to visit the particular class(es). Lia McIntosh noted that there is a need for laity and other constituents to understand and interpret changes in theological education. Greg Harvey offered that it is critical that the school have a social media presence.

If Board members know of "seekers" who are considering but not ready to apply, they should refer them to Angela Sims. Neil Blair encouraged Board members to identify persons they think would be excellent candidates; sometimes seminarians have not self-identified until someone encourages them to do so. Jeanne Hoeft observed that because more people have no denominational affinity, we can no longer rely on denominational structures to refer potential students to us.

There was conversation surrounding the faculty's question as to how the Board sees the role of the faculty in shared governance and how to strengthen the relationship between the Faculty Council and the Board. Michael Parmely noted that the Board has been working in consultation with Bill Miller for more than a year on shared governance and that the Governance Committee has drafted a shared governance statement for Board review at tomorrow's session. If approved, the statement will then go to faculty and staff for further review.

There was further conversation about transparency and faculty having access to Board minutes and documents. With the exception of documents pertaining to sensitive subjects that require a degree of privacy, documents are accessible to faculty once they are finalized. Michael Parmely noted that sometimes such documents are not finalized until shortly before the Board meeting, but they are disseminated after he and Neil Blair review. Kris Kvam noted that since faculty and students are no longer members of the Board, there is concern about communications and their ability to be heard. Michael Parmely responded that the change in Board composition was not meant to decrease communication or reduce input of faculty and students.

Israel Kamuzandu noted that periodic meetings between the faculty and Board's Executive Committee would foster trust. Lia McIntosh noted that the underlying issues surrounding this conversation are trust and relationship.

There was conversation surrounding the faculty's question regarding how the Board envisions the role of the president, and what the status was of a presidential search. Arden Borgen noted that when there is financial stress, leadership necessarily focuses on that; Andy Bryan noted that such provides a sense of immediacy and pressure on the leadership. Israel Kamuzandu noted that we have focused too long on money and HLC and need to focus on SPST's mission; he asked whether we are listening to the demands of the Church and the Conferences and are we serving the Church of now and the Church of the future. Michael Parmely noted that although it was anticipated that HLC would be a major distraction, the process has resulted in tremendous benefits. Susan Lindahl noted that the leadership is currently focusing on getting processes and systems in place as HLC wants to see that systematic processes are implemented, evaluated and evaluated again. Greg Henson offered that much of this work has happened over the last year, as well as visioning for the future. Michael Parmely noted that a small committee has recommended certain changes in the Strategic Plan and that the board Strategic Planning and Evaluation Committee will continue this work.

Michael Parmely noted that July 2019 is the end of Neil Blair's contract and that we need to develop a presidential profile for our search. Twila Glenn noted that as theological education changes, a leader who is a visionary and has strengths in transactional management is imperative. Kris Kvam expressed the faculty's concern that they be robustly involved in the presidential search as they have been in past searches. Michael Parmely reminded everyone that the process for the presidential search is laid out in the Board handbook, and that the revised handbook is available on Moodle.

Review of SPST Response to HLC Probation

Jeanne Hoeft updated the Board on the status of the Assurance Argument. The Assurance Argument will necessarily address all criteria, including Criterion 5 for which SPST was placed on probation, Criterion 4 for which HLC had concerns and Criterion 2, for which HLC raised certain issues. The HLC expects not just a narrative, but places most emphasis on the collection of evidence and process, including minutes, reports, charts, dashboards, policies and handbooks. The writing team missed their self-imposed deadline of April 16 because of staffing changes in March, including Hoeft becoming the Accreditation Compliance Officer. The new timeline imposes a deadline of May 1 for the first draft of the Assurance Argument to be submitted to the faculty, staff and designated board reading group; May 15 for Board review to commence, along with evidence cataloguing, May 22- May 25 for completion of evidence collection in order to produce the report and June 1 for submission through HLC's electronic system. July 1 is the final deadline HLC has imposed.

For Criterion 5, the Board will need to produce evidence through the Response Team. The Board must decide the deadline in May by which it will approve the Assurance Argument.

The HLC site visit is September 10-12, 2018. The plans for the site visit include: by August 1 identification of site visit participants and providing talking points to those participants. Sometime in August there will be training for staff, faculty and Board. Julie offered that training is imperative; we did not have training before the last HLC site visit. Susan Lindahl suggested we have a scaled back mock site visit to identify training areas. Greg Henson advised that HLC wants to know that everyone understands the vision and process. Neil noted that it would be great if the whole Board were trained, although the entire Board will not participate in the site visit. Hoeft suggested the training occur during the Board meeting August 20- August 21. Neil advised that Greg Henson should be involved in the training with us.

Greg Henson offered Notes on Response to HLC. He first reviewed the extensive changes SPST has accomplished over the last twelve months, including a new budget and financial plan, new website, FLEX scheduling, a new enrollment plan, ZOOM available in all classrooms, a new leadership team. There is a new development plan and fundraising has increased by 27% including a 45% increase in annual donors at the level of \$1000 or more. There are new dashboard financial reports, we are on pace to complete the technology upgrades and we avoided having ATS place us on probation in the aftermath of the HLC probation.

There was discussion around the need to better communicate to the Board these numerous positive developments, beyond the Board Notes, which have detailed some of the changes.

Greg Henson further presented on the Landscape of Theological Education. Nationally M.Divs are declining while Masters are increasing, which has kept enrollment stable on average. Most incoming students are seeking an opportunity to study and grow and are not seeking to pursue congregational ministry. Those schools that have experienced an increase in enrollment are not stealing enrollment from other schools but are finding new markets; the number of nontraditional students is rising. "Evangelical" schools that have a close relationship to local churches are growing, as are schools who offer streamlined degree programs with fewer curriculum choices, lots of delivery methods, and humble faculty and leadership willing to adopt ideas from churches or other schools. Traditional advertising does not result in increased enrollments and may result in decreasing enrollments. Henson noted that enrollment is important, but SPST should ask whether it is the number of enrollees, or the connection with the local church that is the measure of success.

Greg Henson offered a Few Principles at Sioux Falls Seminary, detailing nine principles that undergirded Sioux Falls resurrection from failing to high growth and health. Those principles included making seminary affordable (\$300 monthly subscription fee price for all students and a 80% drop in student debt), strong connection to local church, willingness to learn from best and brightest outside of seminary, securing multiple revenue streams (20 therapists staff a therapy practice), contracting out all administrative services except for those requiring face-to-face contact with students, setting the bar low to gain admission but high to gain degree. These principles allowed practices that resulted in 5 full time faculty who teach all students the same core of courses, 5 full time staff, 1 contractor and one shared staff. All faculty and staff know a little bit about every aspect of the school. Faculty teach one to two courses per year on average. Each student, while taking the same core courses, has an individualized, customized educational experience based on a mentor group of faculty, personal and professional mentors that tailor the student's practicum to the student's interests and

outcomes, which is called Kairos intensives. The Kairos journey of discernment begins even before enrollment and in consultation with the student's mentor group.

Neil Blair's Vision for SPST

Among Neil's multi-faceted vision for SPST is deepening partnerships with Oklahoma City University, Sioux Falls and Church of the Resurrection and developing pilot educational offerings related to Doctor of Ministry degree, distance learning, Church of the Resurrection and Social Activism.

Faculty Promotion Recommendations

Neil Blair recommended (the recommendation letters were provided to the Board) the promotion of Dr. Angela Sims and Dr. Kris Kvam to the rank of Professor. The Academic Committee had discussed the process and recommendations. Neil noted that the increases in their salaries are not significant and have been accounted for in the budget.

Twila Glenn moved and Julie Robinson seconded the motion to promote Dr. Kris Kvam to the rank of Professor. Motion carried.

Twila Glenn moved and Arden Borgen seconded the motion to promote Dr. Angela Sims to the rank of Professor. Motion carried.

Emeritus Status Recommendations

Neil Blair recommended that the Board approve Emeritus status on Dr. Michael Graves and Dr. Harold Washington, who are retiring. Board policy does not require Board approval, but Faculty Handbook does. It was noted that this is an inconsistency that should be harmonized. Emeritus status is a lifetime appointment and confers certain honors including library privileges and participation in convocation processions. It requires at least 10 years of service.

Twila Glenn moved and Julie Robinson seconded Emeritus status for Dr. Harold Washington and Dr. Michael Graves. Motion carried.

Tex Sample, Bishop Fritz Mutti and Jeanne Hoefft offered words of celebration and affirmation of Dr. Sims, Dr. Kvam, Dr. Graves and Dr. Washington.

Board Goals 2018-2019

Susan Lindahl and Glenn Grove presented the Board's 2018-2019 goals. Susan Lindahl presented the results of the Board's Self-Evaluation Survey. The purpose of the survey was to provide baseline information for Board development. This anonymous survey was answered by 14 of 20 trustees, a 70% response rate. The issues and concerns raised were already known. The board's need for more data was the highest concern. The high number of neutral responses probably reflects that several Board members are newly appointed. Based on the survey responses there are a number of Board action opportunities: provision of consistent and more frequent data; succession planning, building trust; communication; and planning based upon resources.

Potential next steps include: Board review of data to make decisions; Board review of data for HLC and responses to other accreditors (e.g., ATS); developing long term goals and strategies; engaging in a follow up study to evaluate financial dashboards, developments at Church of the Resurrection, the presidential search and the financial planning. Susan suggested we do the follow up survey in 24 months.

Glenn Grove presented the Governance Committee's draft Statement of Shared Governance. Michael Parmely noted that this statement should resolve responsibility ambiguities among Board, administration and faculty.

Grove noted that we will seek input from our constituents. Michael Parmely noted that with Bill Miller's consultation, the Board had previously considered a number of resources, including the American Association of University Professor's statement on shared governance.

Glenn Grove advised that the Governance Committee will begin work with the Faculty on another draft and return this issue to the Board in August.

Recruitment, Admissions and Advancement Planning

Angela Sims presented her comprehensive work on recruitment, admissions and advancement planning, which were informed by the Strategic Plan.

Sims noted that there has been a focus on staff training and staff gaining certifications through their respective professional organizations.

Angela Sims noted that it was imperative that the Board be invested to achieve the stated outcomes and indicators of success. We all need an "elevator speech," and consistent marketing, as well as a marketing plan that enhances audience segmentation and provides analytics to deliver the right messages to the right people. Our alums do not know who we are and we need an engagement strategy, including expanding the ambassador program by two in each of six states and reactivating our alumni association. We need to revise "Explore Saint Paul" to meet the needs of our changing demographics.

She described two advancement initiatives. First, the "Launch One Church Campaign" is focused on getting 1000 churches, by June 30, 2021, in a six state area to contribute at least \$50 per month for 36 months, which would net conservatively \$1.8 million. In the "silent phase" we would get 40 churches on board by June 30, 2018. Second, the "Launch Reconnect @ 60 Campaign" is a three year campaign focused on getting at least 500 of our 2600 alumni to commit to giving \$50 per month for 36 months in addition to what they are already giving, in honor of SPST's 60th anniversary.

Sims further described advancement goals of fully funding one Fellow by Oklahoma congregation for 2019-2020, one Fellow funded by Nebraska congregation in 2020-21, Church of the Resurrection renewing funding for one fellow in 2021-22 and an Iowa congregation funding one fellow that year. She further described goals of two full tuition scholarships for 2019-20 and six by 2020-21.

We also need to increase the awareness of students, alums and others. To that end, a virtual tour will be posted on our new website next week describing the new FLEX program. Sims noted that she hears a demand for "relevance" from potential students, not an online curriculum. There was discussion around whether students seek a focus on "social justice."

Sims further noted that "seminary of the heartland" is too ambiguous an identity statement for SPST. We must distinguish ourselves amount the 13 UMC seminaries, all other seminaries, as well as identify the distinct characteristics of our two campuses. She suggested a 4 to 6 hour brainstorming session around the topic of identity.

Michael Parmely noted that Sims' presentation assumes an identity very different than what Greg Henson described, low tuition and other principles underlying Sioux Falls reformation.

Strategic Planning Update

Tex Sample presented a summary of the Response Team's work over the past year.

Tex Sample moved (after a friendly amendment) that the Board of Trustees **approve a strategic planning Annual Cycle** as set forth in the paragraphs below. Further, that **this cycle of planning will be referred to the Strategic Planning and Evaluation Committee** for continual oversight and that **the Strategic Planning and Evaluation Committee report its work on this cycle for its consideration and official action at each meeting of the Board of Trustees and its Executive Committee.**

The Annual Cycle of Strategic Planning

Strategic planning at Saint Paul will follow a consistent Annual Cycle:

August – Using broad budget parameters supplied by the Resource Committee, and other widely gathered inputs (program reviews, assessment results, academic investment needs, stakeholder meetings, etc.), the Board of Trustees, the Executive Committee, and the Strategic Planning and Evaluation Committee review the strategic priorities for the next 1-3 years. These strategic priorities drive operational and academic investments.

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September - the Strategic Planning and Evaluation Committee selects two goals to be reviewed by the entire Board of Trustees. These goals are reviewed, as well as, the corresponding data (indicators of effectiveness) at the October Board of Trustees Meeting.

October – The School and Board of Trustees publish and implement the strategic priorities over the next fiscal year. Additionally, they align and publish strategic plans for offices and academic units.

December – The Resource Committee presents a draft of the annual results and Key Performance Indicators for each department, program, and academic unit to the Executive Committee. Together they make adjustments to the operational plans/strategic priorities as necessary. These adjustments are reviewed by the Strategic Planning and Evaluation Committee.

January – Each budget and academic program updates its plan based upon various KPIs. Operational plans and the budget forecast for the next fiscal year are updated.

February – Budget parameters for the next fiscal year are presented to the Board of Trustees.

March – The Resource Committee presents and reviews the operational and strategic plans with the Executive Committee and the Strategic Planning and Evaluation Committee. The budget is reviewed and alignment with strategic priorities, goals, and directions is confirmed with data.

May – Budget parameters and strategic priorities are finalized by the Board of Trustees for next fiscal year. Motion carried and sent to the Strategic Planning and Evaluation Governance Committee for further action.

Trustee Recruitment

Glenn Grove moved and the motion was seconded to move to executive session. The motion carried.

Glenn Grove directed the Board's attention to a question on the Board Member Questionnaire that is provided to potential trustees. The question asks "what is their relationship to the Christian Church." Grove asked whether we could accept a Board member who was a member of another faith. The Bylaws do not expressly preclude this. After a robust discussion about the value of inclusivity, the fact that SPST is a UMC institution, not an interfaith institution, the difficulties encountered by Claremont in going through this discernment process, and the fresh perspective a trustee from another faith might offer, this issue was referred to the Governance Committee for study. Tex Sample and Glenn Grove will work on a statement to be presented to the Board at our meeting on Tuesday.

The meeting was adjourned at 5:30 PM, and the Trustees dispersed to several groups to continue conversation over dinner.

Respectfully submitted,

Julie Robinson
Board Secretary

**Saint Paul School of Theology
April 2018 Board of Trustees Meeting
Monday, April 16 - Tuesday, April 17, 2018
Fox Hill Administrative Offices**

Tuesday, April 17 Session

Board Members Present: Michael Parmely, Arden Borgen, Bishop Robert Hayes, Bishop Fritz Mutti, Mark Faulkner, Greg Harvey, Tex Sample, Twila Glenn, Lia McIntosh, Michael Parmely, Susan Lindal, Suzanne Teel, Lee Myane, Dustin Petz, Andy Bryan

Not Present: Julie Robinson, David Hutchinson, Roger Marshall,

Staff & Friends: Neil Blair, Matthew Mills, Angela Sims, Jean Hoeft, Margarita Narcese, Kris Kvam, Linda Louderback, Jack Gregory

Chair Michael Parmely called the meeting to order at 9:02 am.

Recognitions by President Neil Blair

- President Neil Blair recognized Dr. Kris Kvam for her service at Saint Paul and promotion to the rank of Professorship
- President Blair recognized Rev. Twila Glenn for her work on the Saint Paul Board of Trustees for 17 years, 2001-2019.
- President Blair verbally recognized Judge Julie Robinson for her work on the Saint Paul Board of Trustees in her absence. She will be invited to be recognized as part of the August 2018 Board meeting.
- President Blair recognized Roger Marshall for his work on the Saint Paul Board from 1998-2018 in his absence. Individual cards were disbursed for notes to be written to Roger. Bishop Hayes was invited to pray.

Opening Devotion by Bishop Robert Hayes

Scripture: "And we know that in all things God works for the good of those who love him, who have been called according to his purpose." Romans 8:28 NIV

Michael Parmely invited us to continue the discussion on New Trustee Recruitment and the diversity of new trustees and how we maintain our identity as a Christian organization.

Tex Sample introduced the following Motion:

Motion regarding membership on the Board of Trustees and the purpose, mission, vision, and values of Saint Paul School of Theology.

At least two-thirds of the Trustees of Saint Paul School of Theology will be United Methodist Church members, and up to 30% may be members of ecumenically related Christian denominations.

Anyone invited to be a member of the Board of Trustees will be required to consent to the official purpose, mission, vision, and values of the school, understanding that these are the abiding commitments of the institution, shaping its ethos and its practices.

In those cases where members of other faith traditions can offer special contributions to the school deemed cogent and compelling by the Trustees, such persons will not, of course, be required to make a personal affirmation of the Christian commitments of the school but will be asked to consent that the purpose, mission, vision, and values of the school are those that will be acknowledged, served, and operative as the central commitments of the institution itself.

Arden Borgen seconded the motion.

Glenn Grove: The current bylaws state that the majority of the board must be Methodist in "good standing." No more than 25% of the board may be members of Church of the Resurrection. By laws are silent about other denominations.

Tex Sample: The rationale for this motion is that we want to be clearly United Methodist, Christian, and ecumenical. All should make a commitment to the mission, vision and values of the school itself and be willing to work within that commitment. The Church of the Resurrection restriction of 25% of the board is not impacted by this motion. I'm trying to make a tent big enough for everyone.

Arden Borgen: The mission statement should be included in the application for Board Membership.

Michael Parmely: We have 16 board members now, and would like to go to 20.

Neil Blair: The current motion would only allow 2/3 of one person of another faith tradition.

Jean Hoeft suggested replacing "faith traditions" with "religious traditions."

Dustin Petz: Concern that "up to 30%" doesn't add to this motion.

Suggested Amendment: At least two-thirds of the Trustees of Saint Paul School of Theology will be United Methodist Church members, and up to 30% may be members of ecumenically related Christian denominations.

Michael Parmely: What portion of this motion needs to be an amendment of the bylaws? What portion needs to be included in the board handbook?

Arden Borgen: The bylaws and board handbook should be consistent.

Andy Bryan: We have consensus on the spirit of this.

Michael Parmely: Include the current trustees and life members and anyone invited to be a member as signatories to the commitment statement.

Glenn Grove: Motion amended: At least two-thirds of the Trustees of Saint Paul School of Theology will be United Methodist Church members.

This would be the only change of the bylaws.

A motion will be prepared by the Governance committee including a general statement of how we got there. The current board members will be invited to make a commitment to the mission and vision as well.

Restated motion:

At least two-thirds of the Trustees of Saint Paul School of Theology will be United Methodist Church members.

Anyone invited to be a member of the Board of Trustees Will be required to consent to the official purpose, mission, vision, and values of the school, understanding that these are the abiding commitments of the institution, shaping its ethos and its practices

In those cases where members of other religious traditions can offer special contributions to the school deemed cogent and compelling by the Trustees, such persons will not, of course, be required to make a personal affirmation of the Christian commitments of the school but will be asked to consent that the purpose, mission, vision, and values of the school are those that will be acknowledged, served, and operative as the central commitments of the institution itself.

The motion carried with 100% agreement.

Note: The Governance committee will prepare revisions to the bylaws to be considered at the August meeting. Bishop Mutti thanked the board for its commitment to this conversation.

Committee Reports

Academic Committee: See written reports submitted, verbal report given by Twila Glenn.

- Flex Initiative document is included. Online, hybrid and on campus courses are available. There has been an enormous amount of work on behalf of the faculty to offer this initiative. The primary goal is student quality of life while completing an MDIV.
- Student learning outcomes, document 12.2. The dashboard will be available in the latter part of May.
- Academic Committee approved a research leave for Dr. Kvam, document 12. Kris will be working with Don Saliers at Candler School of Theology and reworking a course for the hybrid environment.
- Admissions Key Performance Indicators (KPI) is being developed by Matt Mills and will be updated. This shows how we're developing data for admissions. This is not the whole story, but provides a snapshot.
- These reports establish evidence for HLC and ATS. Read document 1.3 with 17 bullet points requesting evidence for HLC.
- Letter of intent has been submitted to the Loose Foundation to create a Center for Women's Society in the Church. This will engage scholars from inside and outside the seminary regarding women's religious and spiritual lives. \$500,000 grant is being sought. This is an opportunity to diversity revenue beyond tuition and individual giving.

Pro forma Motion: Approve the Graduation List as presented pending completion of all requirements.

Second: Mark Faulkner

Discussion: 40-45 total graduates, 12 at SPST-OCU

The motion carried with no opposition.

Resource Committee report by Dustin Petz

Section 14.1 includes several reports.

- Clean audit was received
- Letter of Intent (LOI) with Church of the Resurrection approved; Lease pending, Contract on the renovation approved by the Executive Committee.
- Comment by Michael Parmely: Executive Committee will act on these and similar items between full board meetings.
- Matt Mills: Met with Dick Cooper, project manager for the project at COR (14.6) and reviewed the financial quotes for IT and furniture. Secondly, the moving bid seems high, and Matt suggests getting additional quotes.
- Neil Blair: The Board of COR has approved the lease LOI.
- Anything over \$50,000 in expenditures the Saint Paul Board must approve.
- Cost for space at COR will be \$7.50 per square foot. Annual increases in rent shall not exceed more than 3% per year.

Motion by Dustin Petz: Accept the IT bid as presented for technology in the amount of \$186,000. Document 14.11.

March Executive Committee Approved the renovation construction budget in the amount of \$450,000 at its March meeting.

Dustin Petz revised his motion: **Board approve the total project cost not to exceed \$1.1 million for the move from Fox Hill to the East Wing of the Church of the Resurrection including IT, moving, furniture and the early termination fees on the Fox Hill lease.**

Seconded by Andy Bryan.

Discussion: Neil Blair noted that \$250,000 has been pledged towards the silent phase of the campaign. Melvin and Mona Winger pledged \$100,000 for the Annual fund and \$500,000 for the capital campaign. Mona shared, "I was honored to be asked". \$750,000 has been pledged toward the \$1.1 million for the East Wing campaign in the silent phase.

The Resource Committee is charged with funding this campaign while pledges are coming in. Board members are being asked to support the Annual Campaign (Saint Paul Council \$1,000+) and the Capital Campaign.

Neil Blair: Annual fund must not fade during the Capital Campaign. Neil encourages board members to give significant Annual gifts first and then pledge toward the Capital Campaign. The motion carried with no opposition.

14.10.3 Lease Agreement LOI with Church of the Resurrection

Motion (Dustin Petz): **Move that that we accept the letter of intent outlining the basic structure of the lease agreement.**

Second: Lee Myane. The motion carried with no opposition.

Discussion: This is a 5 year renewal lease.

Average class size now is as large as 20-25. 5 class rooms.

Michael: An accredited institution must control its own space.

Resource committee folder has lots of details narrative, income sheet, dashboard, cash flow projection. Note that folder 14.9 details upcoming audit changes coming from FASB.

Governance Report

Motion by Glenn Grove: **Re-elect Andy Bryant to the board.**

Second: Lee Myane

The motion carried.

Glenn Grove moved the Slate of Officers.

The motion carried with no opposition.

Committee Assignments are published.

Presidential Evaluation Policy has been updated and is in the file.

Motion (Glenn Grove): **Move to closed Executive Session to discuss Presidential Succession planning.**

Motion carried.

July 1, 2019 Neil's contract ends. Need to decide if we want to move forward with a Presidential profile if his contract will not be extended. HLC requires a Presidential succession plan, not just as contingency plan.

The meeting was adjourned at 11:02 AM.

Respectfully submitted,

Lia M. McIntosh, M.DIV, MBA

April 2018 Board Meeting Minutes Approved: May 24, 2018

As of May 24, 2018, record on approval of minutes of 4/16-17/2018 Saint Paul School of Theology Board of Trustees minutes:

Yes:

Julie Robinson
Andy Bryan
Glenn Grove
Greg Harvey
Mark Faulkner
Lee Myane
Susanne Teel
Tex Sample
Michael Parmely

9 of 19 trustees

No: None

Motion carries