

USHS Board Meeting Minutes

6/18/13

Present: Maxine Adelstein, Pat Aylward, Kimberlee Bach, Robert Jaffe, Dean Janeff, John Laird, Lora Laird, Carol Lee, Renata Parrino, Cheryl Ritenbaugh, Carolyn Shenmen, Phil Sorensen, Lincoln Wachtel, Patricia Brady Walzer, Catherine Antunes, David Tierney, Candice Saylers

Excused Absence: James Cotten

Unexcused Absence: Isaac Goren, John Whalen

Next meeting: 7/30/13 2pm-4pm PST

Call-in: (605) 475-4800 Pin: 271411#

Decisions:

1. The minutes from 5/21/13, both sets, were approved.
2. The “Who We Are” document was approved and is now being shared with University Faculty and Admin Staff to get their approval.

Agenda:

- **Enrollment update** 9 enrolled for Fall Year 1so far.
- **Finance Report** – report to be sent out later this week. Working on budget process. Will get finished product to Qayyum as soon as possible for review.
- **Development Committee** – report sent before the meeting. Anonymous donor has agreed to double all USHS Fundraising donations from now until July 31st. Called out Thank you to Dean Janeff and John Laird for putting together information for the Austin community around the campaign and Kimberlee Bach for reaching out to classmates to seek donations and Maxine Adelstein for offering a special “Thank you” gift of a teleconference.
- **Committee Reports**
 - Alumni Committee will send out letter in next week or so
 - No other reports from committees
- **Strategic Planning** – Completed first draft. Committee’s strategic plans were added at the end with references to how they fit in to overall document. Alumni Committee’s layout was clearest and all other committees were then asked to follow that structure and then send it back to the SP Committee for incorporation into the overall document.