

IN THE UNITED STATES BANKRUPTCY COURT
FOR THE NORTHERN DISTRICT OF OHIO
WESTERN DIVISION

IN RE:	)	Case No. 26-31894
	)	
LOURDES UNIVERSITY,	)	CHAPTER 11
	)	
Debtor-in-Possession.	)	Judge May Ann Whipple

IN THE UNITED STATES BANKRUPTCY COURT
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IN RE:	)	Case No. 26-31895
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LOURDES PROPERTIES, LLC,	)	CHAPTER 11
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Debtor-in-Possession.	)	Judge May Ann Whipple

**MOTION FOR ENTRY OF AN ORDER
ESTABLISHING NOTICE PROCEDURES
AND A MASTER SERVICE LIST**

Lourdes University and Lourdes Properties, LLC, debtors and debtors-in-possession in the above-captioned case (collectively, the “Debtors”), by and through their proposed undersigned counsel, hereby submits this motion (the “Motion”) pursuant to section 105(a) of title 11 of the United States Code (the “Bankruptcy Code”), Rules 2002 and 9007 of the Federal Rules of Bankruptcy Procedure (the “Bankruptcy Rules”), and Rule 9013-1 of the Local Bankruptcy Rules of the Northern District of Ohio (“Local Rules”) for entry of an order establishing appropriate notice procedures and a master service list. In support of the Motion, the Debtors respectfully represent as follows:

INTRODUCTION

1. On August 10, 2026 (the “Petition Date”), the Debtors filed voluntary petitions for relief pursuant to chapter 11 of the Bankruptcy Code.

2. The Debtors remain in possession of their property and continues in the operation and management of their businesses as debtors-in-possession pursuant to sections 1107 and 1108 of the Bankruptcy Code.

3. A Motion for Joint Administration of the Debtors’ cases has been filed on the Petition Date.

4. No official committee of unsecured creditors has been appointed by the Office of the United States Trustee for the Northern District of Ohio in this chapter 11 case.

JURISDICTION AND VENUE

5. This Court has jurisdiction over this Motion pursuant to 28 U.S.C. §§ 157 and 1334. Venue is proper pursuant to 28 U.S.C. §§ 1408 and 1409. This matter is a core proceeding pursuant to 28 U.S.C. § 157(b)(2).

6. The statutory predicates for the relief sought herein are section 105(a) of the Bankruptcy Code and Bankruptcy Rules 2002 and 9007, and Rule 9013-1 of the Local Rules.

BACKGROUND

7. Lourdes University, an Ohio nonprofit corporation (the “University”), has been a sponsored ministry of the Sisters of St. Francis, Sylvania Ohio (“SOSF”) for the past 68 years. The University began as a Junior College, eventually becoming a College and later a University. Over the past ten years, the University has struggled financially and survived only by increasingly large financial contributions and loans from the SOSF. As the Sisters themselves have aged and their community has diminished in number, this financial burden has become untenable. Accordingly, Lourdes University is in the process of closing, and its insolvency cannot be mitigated or addressed other than through bankruptcy proceedings.

8. A full background of the events leading up to the filing of this case is set forth in the Declaration of Sister Nancy Linenkugel, OSF, DM filed on the Petition Date, and is incorporated herein by reference.

RELIEF REQUESTED

9. There are a considerable number of parties in interest in these chapter 11 cases, including creditors, contract parties, vendors, and governmental entities. Pursuant to Bankruptcy Rule 2002, unless otherwise ordered by the Court, a debtor must provide notice of motions and applications to all parties in interest. Because of the large number of creditors and other parties in interest that may be entitled to receive notice in this case, providing notice of all pleadings and other papers filed to every party in interest is not only unnecessary, but would also be extremely burdensome and costly to the estate due to, among other things, photocopying, postage, and other expenses.

10. Accordingly, by this Motion, the Debtors request that the Court enter an order, pursuant to Bankruptcy Code section 105(a) and Bankruptcy Rules 2002 and 9007, establishing notice procedures (the “Notice Procedures”) that will be less burdensome and costly than serving pleadings on every potentially interested party, while at the same time ensuring that notice of pleadings and motions is given to all appropriate parties, particularly those who have expressed an interest in this case and those directly affected by any request for relief.

11. To effectuate efficient and workable notice procedures, the Debtors propose:
- a. that it establish a master service list (the “Master Service List”), listing the parties upon which all pleadings will be served, which will include: (i) counsel for the Debtors; (ii) the Debtors’ twenty (20) largest unsecured creditors until the appointment of an official committee of unsecured creditors¹; (iii) counsel for any official committee appointed pursuant to the Bankruptcy Rules or the Bankruptcy

¹ Upon the appointment of an official committee of unsecured creditors, if any, the Debtor seek authority to remove its twenty (20) largest unsecured creditors from the Master Service List.

Code; (iv) the Office of the United States Trustee for the Northern District of Ohio (the “U.S. Trustee”); (v) counsel for the proposed DIP Lender; (vi) counsel to the Trustee for the Bondholders; (vii) counsel for Signature Bank; (viii) all other persons that have formally appeared and requested notice or copies of pleadings filed in this case under Bankruptcy Rule 2002 (as provided below); and (ix) all governmental entities identified on the matrix of creditors filed with the Court. The Debtors further propose that (except as provided below) notice of any relief sought or other pleadings in this chapter 11 case will only be served on: (x) the parties then listed in the Master Service List; (xi) any parties that have, pursuant to Bankruptcy Rule 2002, formally appeared and requested service in the manner provided below following the most recent version of the Master Service List filed with the Court; and (xii) any party whose interests are directly affected by a specific pleading.

- b. that notice be limited to the entities on the Master Service List for all matters covered by Bankruptcy Rule 2002 and the Local Rules, with the express exception of: (i) notice of the first meeting of creditors pursuant to section 341 of the Bankruptcy Code; (ii) the time fixed for filing proofs of claim pursuant to Bankruptcy Rule 3003(c); (iii) the time fixed for filing objections to, and the hearing on consideration of, approval of a disclosure statement and confirmation of a plan of reorganization; (iv) notice of and transmittal of ballots for accepting or rejecting a plan of reorganization; (v) notices of confirmation and effectiveness of a plan of reorganization; and (vi) notices of motions for the sale of real property. Notice of the foregoing matters will be provided to all parties in interest in accordance with Bankruptcy Rule 2002 or any order of the Court, unless otherwise prescribed by the Bankruptcy Code.
- c. that any party in interest not described in (a) above who wishes to receive notice of pleadings filed in this chapter 11 case be required to file a written notice of appearance and request for notice and service of papers (each, a “2002 Notice”), which shall include such party's (i) name; (ii) address; (iii) name of client, if applicable; (iv) telephone number; (v) facsimile number; and (vi) an email address for service by email.
- d. that any party who wishes to be exempt from providing an email address for the Master Service List must make a written request for such an exemption to proposed counsel for the Debtors, Cullen and Dykman LLP, 333 Earle Ovington Blvd., 2nd Floor, Uniondale, New York 11553 (Attn.: Matthew G. Roseman, Esq. and Bonnie L. Pollack, Esq.) and via email to mroseman@cullenllp.com and bpollack@cullenllp.com. Any party exempted from email service will be served with pleadings and documents by first-class mail, unless the Debtors, in their sole and absolute discretion or pursuant to order of the Court, determine to effectuate service by another means.

- e. that all pleadings and documents filed with the Court in this chapter 11 case, including the initiation of adversary proceedings,² be served via email on the Master Service List or mail if exempt from email service, which shall be deemed to constitute proper service for all purposes on all parties who are sent such email service, provided, however, that the U.S. Trustee will be served with hard copies of all pleadings and documents filed with the Court in this chapter 11 case upon their request. All pleadings and documents served via email shall be in portable document format (“PDF”). If, however, the PDF is too large to be emailed effectively, the Debtors will send an email containing a link to the pleading in a secure virtual workspace.
- f. that the Debtors will update the Master Service List from time to time, but no less frequently than on a monthly basis, to include the names and addresses of any party in interest who has filed a 2002 Notice following the most recent version of the Master Service List. The Master Service List will be maintained by the Debtors, and will be posted on the docket of this case. Any party wishing to be removed from the Master Service List must file a notice on the docket withdrawing its appearance in this case.
- g. that the Debtors will also submit to the Court upon the completion of noticing any particular matter either an affidavit of service or certificate of service annexing the list of parties who received notice of such matter.

BASIS FOR RELIEF REQUESTED

12. Section 105(a) of the Bankruptcy Code authorizes the Court to issue “any order, process, or judgment that is necessary or appropriate to carry out the provisions of the Bankruptcy Code.” 11 U.S.C. § 105(a). The purpose of section 105(a) is to ensure a bankruptcy court's power to take whatever action “is appropriate or necessary in aid of the exercise of [its] jurisdiction.” 2 Collier on Bankruptcy ¶ 105.01 (Alan N. Resnik & Henry J. Sommer eds., 15th ed. rev. 2006).

13. Bankruptcy Rule 9007 specifically grants this Court general authority to regulate notice. Bankruptcy Rule 9007 provides as follows:

When notice is to be given under these rules, the court shall designate, if not otherwise specified herein, the time within which,

² Subsequent pleadings filed in an adversary proceeding shall be served only on the U.S. Trustee, any statutory committee appointed in this case, and the parties directly affected by such adversary proceeding.

the entities to whom, and the form and manner in which the notice shall be given. When feasible, the court may order any notices under these rules to be combined.

FED. R. BANKR. P. 9007.

14. Bankruptcy Rule 2002 also empowers the Court to tailor the method, form and scope of notice for this case. Bankruptcy Rule 2002(l) authorizes the Court to “order notice by publication if it finds that notice by mail is impracticable or that it is desirable to supplement the notice.” Fed. R. Bankr. P. 2002(l). Further, Bankruptcy Rule 2002(m) authorizes the Court to “from time to time enter orders designating the matters in respect to which, the entity to whom, and the form and manner in which notices shall be sent except as otherwise provided by these rules.” Fed. R. Bankr. P. 2002(m). Indeed, subject to the Bankruptcy Rules, orders with respect to notice may be entered by the Court in its sole discretion on an *ex parte* basis. *Id.*

15. Similar procedures have been granted by courts in this District in other Chapter 11 cases. *See e.g., AmTrust Financial Corp., et al.*, Case No. 09-21323 (PMC) (Bankr. N.D. Ohio December 8, 2009) [Docket No. 49]; *CEP Holdings, LLC, et al.*, Case No. 06-51848 (MSS) (Bankr. N.D. Ohio September 28, 2006) [Docket No. 88]; *Nexpak Corp. et al.*, No. 04-63816 (RK) (Bankr. N.D. Ohio July 19, 2004) [Docket No. 37]; *B & C Corp., Inc., et al.*, Case No. 09-51455 (MSS) (Bankr. N.D. Ohio June 8, 2009) [Docket No. 113]; *In re Excello Engineered Systems, LLC*, No. Case No. 08-51424 (MSS) (Bankr. N.D. Ohio May 12, 2008) [Docket No. 76].

16. The Debtor believes that regulating notice as set forth in this Motion is proper and sufficient under the existing circumstances. Pursuant to the Notice Procedures, any party in interest that may be affected directly by the relief sought by a particular filing or pleading will receive notice of such filing or pleading, and all interested parties who have expressed an interest

in receiving notice will do so. Thus, no party will be adversely affected by the relief requested herein.

17. Moreover, adopting the Notice Procedures will promote the Debtors' winddown efforts by preserving assets that otherwise would be consumed by unnecessary copying, postage, and related expenses, while at the same time not prejudicing the rights of any parties in interest. Therefore, granting the relief sought herein falls squarely within the four corners of section 105(a) of the Bankruptcy Code and applicable Bankruptcy Rules.

NOTICE

18. Notice of this Motion has been given to (a) the United States Trustee for the Northern District of Ohio; (b) the Debtors' twenty (20) largest unsecured creditors; (c) counsel for the proposed DIP Lender; (d) counsel for the Trustee for the Bondholders; (e) counsel for Signature Bank; and (f) all other persons that have formally appeared and requested notice or copies of pleadings filed in this case under Bankruptcy Rule 2002. The Debtors submit that, under the circumstances, no other or further notice is required.

19. No previous application for the relief sought herein has been made to this or any other Court.

CONCLUSION

WHEREFORE, the Debtors respectfully request entry of the annexed Order granting the relief requested herein, together with such other and further relief as the Court deems just and proper.

Dated: Uniondale, New York
August 10, 2026

Cullen and Dykman LLP

By: /s/ Bonnie L. Pollack
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*Proposed Attorneys for Lourdes University and Lourdes
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Exhibit A

Proposed Order

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**ORDER ESTABLISHING NOTICE PROCEDURES
AND A MASTER SERVICE LIST**

Upon the motion (the “Motion”)¹ of Lourdes University and Lourdes Properties, LLC, debtors and debtors-in-possession in the above-captioned chapter 11 case (the “Debtors”), for an order pursuant to section 105(a) of title 11 United States Code (the “Bankruptcy Code”), Rules

¹ Capitalized terms used but not otherwise defined herein have the meanings ascribed to them in the Motion.

2002(l), 2002(m), and 9007 of the Federal Rules of Bankruptcy Procedure (the “Bankruptcy Rules”), and Rule 9013-1 of the Local Bankruptcy Rules of the Northern District of Ohio (the “Local Rules”), approving the Debtors’ proposed notice procedures (the “Notice Procedures”) and establishing a master service list to include and limit notice to certain parties and entities unless otherwise ordered by the Court or otherwise limited by the Bankruptcy Rules; and upon consideration of the Declaration of Sister Nancy Linenkugel, OSF, DM filed on the Petition Date; and the Court having jurisdiction to consider the Motion and the relief requested therein pursuant to 28 U.S.C. § 1334; and consideration of the Motion and the relief requested therein being a core proceeding pursuant to 28 U.S.C. § 157(b); and venue being proper before the Court pursuant to 28 U.S.C. §§ 1408 and 1409; and due and proper notice of the Motion having been provided; and it appearing that no other or further notice need be provided; and the relief being requested being in the best interests of the Debtor and its estate and creditors; and the Court having reviewed the Motion and having heard the statements in support of the relief requested therein at the hearing before the Court (the “Hearing”); and the Court having determined that the legal and factual bases set forth in the Motion and at the Hearing establish just cause for the relief granted herein; and upon all of the proceedings had before the Court and after due deliberation and sufficient cause appearing therefor; IT IS HEREBY ORDERED THAT:

1. The Motion is granted as set forth herein
2. The Debtors shall establish a master service list (the “Master Service List”), listing the parties upon which all pleadings will be served, which will include: (i) counsel for the Debtors; (ii) the Debtors’ twenty (20) largest unsecured creditors until the appointment of an official committee of unsecured creditors; (iii) counsel for any official committee appointed pursuant to the Bankruptcy Rules or the Bankruptcy Code; (iv) the Office of the United States

Trustee for the Northern District of Ohio (the “U.S. Trustee”); (v) counsel to the proposed DIP Lender; (vi) counsel to the Trustee for the Bondholders; (vii) counsel to Signature Bank; (viii) any other governmental entities listed on the matrix of creditors filed in the Debtors’ cases; and (ix) all other persons that have formally appeared and requested notice or copies of pleadings filed in these cases under Bankruptcy Rule 2002. Upon the appointment of an official committee of unsecured creditors, if any, the Debtors may remove the combined twenty (20) largest unsecured creditors from the Master Service List.

3. Notice of any relief sought or other pleadings, papers and procedures in the chapter 11 cases must only be served on: (i) the parties then listed in the Master Service List; (ii) any parties that have, pursuant to Bankruptcy Rule 2002, formally appeared and requested service following the most recent version of the last Master Service List; and (iii) any party whose interests are directly affected by a specific pleading otherwise provided in an Order of this Court or the Local Rules and with the express exception of: (a) notice of the commencement of the case and of the first meeting of creditors pursuant to section 341 of the Bankruptcy Code; (b) the time fixed for filing proofs of claims pursuant to Bankruptcy Rule 3003(c); (c) the time fixed for filing objections to and the hearing on consideration of approval of a disclosure statement or confirmation of a plan of reorganization; (d) notice of, and transmittal of, ballots for accepting or rejecting a plan of reorganization; (e) notices of confirmation and effectiveness of a plan of reorganization; and (f) notice of hearings on the sales of real property. Notice of the foregoing matters will be provided to all parties-in-interest in accordance with Bankruptcy Rule 2002 or any order of the Court, unless otherwise prescribed by the Bankruptcy Code.

4. The Debtors shall update the Master Service List from time to time, at least on a monthly basis, to include the names and addresses of any party in interest who has filed a notice

of appearance and request for notices in these cases, and file the updated Master Service List on the docket of the case.

5. Any party wishing to be removed from the Master Service List must file a notice on the docket withdrawing its appearance in this case.

6. Any party not described in paragraph 2 above wishing to receive notice of pleadings filed in this case must file a written notice of appearance and request for service of papers, which shall include such party's (i) name; (ii) address; (iii) name of client, if applicable; (iv) telephone number; (v) facsimile number; and (vi) email address.

7. Except as otherwise set forth in this Order, all pleadings and documents filed with the Court in these chapter 11 cases, including the initiation of adversary proceedings, shall be served via email to the extent available on the Master Service List, which shall be deemed to constitute proper service for all purposes on all parties who are sent such email service.

8. Any party who wishes to be exempt from providing an email address for the Master Service List must make a written request for such an exemption to proposed counsel for the Debtors, Cullen and Dykman LLP, 333 Earle Ovington Blvd., 2nd Floor, Uniondale, New York 11553 (Attn.: Matthew G. Roseman, Esq. and Bonnie L. Pollack, Esq.) and via email to mroseman@cullenllp.com and bpollack@cullenllp.com.

9. All pleadings and documents filed with the Court in these chapter 11 cases, including the initiation of adversary proceedings, shall be served in hard copy to the U.S. Trustee upon their request.

10. The notice procedures set forth herein and in the Motion, shall be deemed good and sufficient for all purposes.