CALL TO ORDER

The regular meeting of the Milwaukee Area Technical College District Board Finance, Personnel, and Operations Committee was held in open session on Tuesday, March 11, 2008, and called to order by Chairperson Earle at 5:01 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Jeannette Bell, Fred Royal, and Peter Earle

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

The Finance, Personnel, and Operations Committee meeting was noticed in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES, February 19, 2008 – Attachment 1

Discussion None

Motion/Action The minutes to the February 19, 2008, meeting of the Finance, Personnel, and Operations Committee were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

Mr. Earle introduced City of Milwaukee Alderman, Tony Zielinski, Fourteenth District. He discussed the recently passed ordinance requiring that all City contractors pay non-poverty wages to their workers. He offered to assist the college in making similar changes to its procurement policies and procedures.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

Discussion Michael Sargent, vice president, Finance, explained a remodeling expenditure regarding the gradual addition of rooms as part of the original plan for the West Allis Campus.
Mr. Royal and Ms. Bell moved forward the consent agenda, without objection.

ITEM F. ACTION ITEMS

F-1 Resolution (F0060-03-08) Authorizing the Sale of $1,000,000 General Obligation Promissory Notes, Series 2007-2008G of Milwaukee Area Technical College District, Wisconsin – Attachment 6

Discussion None

Motion/Action Ms. Bell and Mr. Royal moved forward the Resolution Authorizing the Sale of $1,000,000 General Obligation Promissory Notes, Series 2007-2008G of Milwaukee Area Technical College District, Wisconsin.

F-2 Resolution (F061-03-08) Authorizing the Issuance of $1,000,000 General Obligation Promissory Notes, Series 2007-2008H of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Discussion None

Motion/Action Ms. Bell and Mr. Royal moved forward the Resolution Authorizing the Issuance of $1,000,000 General Obligation Promissory Notes, Series 2007-2008H of Milwaukee Area Technical College District, Wisconsin.

F-3 Resolution (F0062-03-08) Authorizing the Sale of Not to Exceed $16,000,000 General Obligation Promissory Notes, Series 2007-2008J of Milwaukee Area Technical College District, Wisconsin – Attachment 8

Discussion Mr. Sargent reiterated that this resolution, if passed, authorizes Dr. Darnell Cole, president, to sell Bond Series 2007-2008J before the end of Fiscal Year 2007-2008.

Motion/Action Ms. Bell and Mr. Royal moved forward the Resolution Authorizing the Sale of Not to Exceed $16,000,000 General Obligation Promissory Notes, Series 2007-2008J of Milwaukee Area Technical College District, Wisconsin.
F-4 FY2007-2008 Finance, Personnel, and Operations Committee Meeting Schedule

Discussion Committee members confirmed that they will hold FPO meetings on the followings days at 5:15PM:

- April 21, 2008
- May 26, 2008
- June 23, 2008

Motion/Action None

ITEM G. DISCUSSION ITEMS

Mr. Earle and Mr. Webber stated that inviting union representatives to participate in the FPO Committee's discussion item portion of the agenda is meant to complement the College’s goal of shared governance, and that the appropriate union representatives from the various core committees should be asked to address pertinent discussion items.

G-1 Budget Variance Report for February FY2007-2008 – Attachment 9

Discussion Mr. Sargent reported that that College has experienced a decrease in revenue due to late collection of property taxes and early refund of prior-year taxes, neither of which are long-term issues. He anticipates the establishment of a trust allowing MATC to collect some State aid before the end of the fiscal year.

G-2 Preliminary Budget Planning Assumptions – Attachment 10

Discussion Mr. Sargent reported that tuition will be set after the State Board meets in April. He informed the Committee that if equalized values do not increase, tuition may not parallel cost increases. Mr. Royal recommended that Administration and the Board remain vigilant in monitoring the College budget relative to changes in the State budget.

G-3 Procurement Policies and Procedures – Attachment 11

a. Procurement Thresholds

Janice Falkenberg, vice president and general counsel, reported that the procurement threshold of $30,000.00 was established in 1999. In response to a question posed by Mr. Earle over efficiencies gained in maintaining the $30,000.00 threshold, Mr. Sargent stated that the current limit allows for timely execution of contracts. Ms. Bell requested that
Administration examine the thresholds of comparable institutions. Mr. Earle asked that the Committee continue this discussion in April.

b. Proposed Poverty Wage Procurement Policy Revision

Discussion Ms. Bell requested that Administration draft proposed changes to existing procurement policies and bring them to the next meeting of the FPO Committee. Mr. Earle asked that Administration formulate a list of questions and/or concerns to consider as policy revision continues.

G-4 Listed Property and Imputed Income – Attachment 12

Discussion Larry Domine, Business, joined the discussion. Ms. Falkenberg discussed IRS regulations regarding listed property and imputed income. Mr. Sargent indicated that a procedure will continue to be developed.

G-5 OPEB Investment Trust – Attachment 13

Discussion Ms. Falkenberg reported that Administration added additional language to the trust document, clarifying Board authority.

ITEM H. INFORMATION ITEMS

H-1 Grants Management Report – Attachment 14

Discussion None

ITEM I. MISCELLANEOUS ITEMS

I-1 Communications and Petitions

ITEM J. OLD BUSINESS/NEW BUSINESS

J-1 Date of Next Meeting, April 21, 2008, at 5:15 p.m., Regular Committee Meeting, Downtown Milwaukee Campus, Board Room, (M210)
Adjournment

The meeting adjourned at 6:47 p.m.

Respectfully Submitted,

Karen M. Esche-Eiff

Administrative Specialist, Finance