MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE
MILWAUKEE, WISCONSIN
APRIL 20, 2009

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 Monday, April 20, 2009, and called to order Chairperson Earle at 4:43 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Bobbie Webber (arrived at 5:06 p.m.), Ann Wilson, 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, March 18, 2009 – Attachment 1

Motion/Action The minutes of the March 18, 2009, meeting of the Finance, Personnel, and Operations Committee were approved without objection.

ITEM D. Advisory Audit Committee Report

Discussion Mr. Earle reported to the FPO Committee that at the previous meeting of the Advisory Audit Committee held on April 9, 2009, Ms. Bonnie Baerwald announced her resignation. Members of the FPO Committee requested that her years of service be recognized by the Board.

An overview of the presentation given by Virchow Krause & Company at the April 9th meeting of the Advisory Audit Committee was provided. It was requested that a similar presentation on the topic of the MATC FY2008-2009 audit be given by Virchow Krause & Company at the April 28, 2009 Board meeting.

Mr. Walter Lanier, assistant general counsel, presented a draft of the proposed Advisory Audit Committee.
Mr. Webber arrived at 5:06 p.m.

Motion/Action  It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Advisory Audit Committee Charter, as presented.

ITEM E.  COMMENTS FROM THE PUBLIC

None

ITEM F.  APPROVAL OF CONSENT AGENDA ITEMS

Motion/Action  It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Consent Agenda, as presented.

ITEM G.  ACTION ITEMS

G-1  Resolution (F0117-04-09) Authorizing the Sale of $1,000,000 General Obligation Promissory Notes, Series 2008-09J of Milwaukee Area Technical College District, Wisconsin – Attachment 6

Motion/Action  It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution Authorizing the Sale of $1,000,000 General Obligation Promissory Notes, Series 2008-2009J of Milwaukee Area Technical College District, Wisconsin.

G-2  Resolution (F0118-04-09) Authorizing the Issuance of $1,000,000 General Obligation Promissory Notes, Series 2008-09K of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Motion/Action  It was moved by Ms. Wilson, seconded by Mr. Webber, to move forward the Resolution Authorizing the Issuance of $1,000,000 General Obligation Promissory Notes, Series 2008-2009K of Milwaukee Area Technical College District, Wisconsin.

G-3  Resolution (F0119-04-09) to Approve College Parallel and Post-Secondary/Vocational Adult Tuition for Academic Year 2009-2010 – Attachment 8

Motion/Action  It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution to Approve College Parallel and Post Secondary/Vocational Adult Tuition for Academic Year 2009-2010.

G-4  Resolution (F0120-04-09) to Approve Avocational Fees for Academic Year 2009-2010 – Attachment 9
Motion/Action  It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution to Approve Avocational Fees for Academic Year 2009-2010.

G-5 Resolution (F0121-04-09) to Approve FY2008-2009 Budget Modification.

Discussion  It was explained by Michael Sargent, vice president, Finance, that Food Service has recently been experiencing greater levels of activity. Administration is requesting a budget modification to account for increased revenues and expenses resulting from this activity; thus, allowing Food Service to continue operation through the end of the fiscal year.

Motion/Action  It was moved by Ms. Wilson, seconded by Mr. Webber, to move forward the Resolution to Approve FY2008-2009 Budget Modification.

G-6 Policy Review – B0801 – Procurement of Equipment, Supplies, Apparel and Services – Attachment 11

Motion/Action  It was moved by Ms. Wilson, seconded by Mr. Webber, with a vote of no by Mr. Webber to move forward Policy Review - B0801 – Procurement of Equipment, Supplies, Apparel and Services.

G-7 Policy Review – C0503-1 – Nepotism – Attachment 12

Motion/Action  It was moved by Mr. Weber, seconded by Ms. Wilson, to move forward Policy Review – C0501-1 – Nepotism.

G-8 Policy Review – Red Flag – Attachment 13

Motion/Action  It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward Policy Review – Red Flag.

ITEM H.  DISCUSSION ITEMS


Discussion  Mr. Sargent reviewed the details of the Budget Variance Report. He stated that two areas of concerns which Administration is monitoring are Student Receivables and healthcare costs.
Mr. Sargent reported on the preliminary FY2009-2010 MATC budget deficit and the work being undertaken by various joint committees to return to a balanced budget. He indicated the meetings are continuing and that additional information will be prepared by the April 28, 2009 Board meeting.

Mr. Sargent reported that the FY2009-2010 Construction Budget is currently based on a $1 million threshold. If that threshold is modified, Administration will bring forth an amended construction budget.

Mr. Sargent and Ms. Theresa Barry, vice president, Student Services, led a discussion on the effects of TCF Bank not continuing its banking relationship with MATC. They favor taking advantage of an existing state-wide contract with US Bank. To insure there is no lapse in MATC Campus Card services, members of the FPO Committee requested that Administration forward the US Bank contract to the Board for approval.

It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward agenda item, Campus Card.

Mr. Sargent thanked all those involved in planning and organizing the Wisconsin Renewable Energy Summit.

The 10-year facilities plan was released directly to vendors as well as listed in several publications. The bids will be opened May 1, 2009.

Mr. Earle asked that Student Services circulate amongst Board members information presently available on historical allocations of funds within the student budget.

H-8 Future of MEC South
Mr. Sargent reported on the status of the Milwaukee Enterprise Centers.

**H-9 Management Retirees Returning as Consultants**

It was requested that Administration bring forward proposed policy language at a future FPO Committee meeting. Mr. Webber urged Administration and members of the Committee to proceed with caution in drafting a policy dealing with management retirees returning as consultants. He is concerned that MATC might limit its access to individuals with valuable institutional knowledge.

**ITEM I. INFORMATION ITEMS**

I-1 Grants Management Report – Attachment 20
I-2 Other Student Fees – Attachment 21
I-3 Quarterly Consultant Contracts Report – Attachment 22
I-4 Quarterly Out-of-Country Travel Report – Attachment 23
I-5 Quarterly 38.14 Office of Corporate Learning Report – Attachment 24

**ITEM J. MISCELLANEOUS ITEMS**

J-1 Communications and Petitions

**ITEM K. OLD BUSINESS/NEW BUSINESS**

K-1 Date of Next Meeting, May 19, 2009, 5:00PM, Regular Committee Meeting, Downtown Milwaukee Campus, Board Room, (M210).

**Adjournment**

The meeting adjourned at 6:17 p.m.

Respectfully Submitted,

Karen M. Esche-Eiff

Karen M. Esche-Eiff
Administrative Specialist, Finance