CALL TO ORDER

The regular monthly meeting of the Finance, Personnel, and Operations Committee of the Milwaukee Area Technical College District Board was held in open session on Wednesday, January 18, 2012, and called to order by Chairperson Fred Royal, Jr., at 2:03 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Michael G. Katz, Thomas A. Michalski and Fred Royal, Jr.

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Director Royal indicated that proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES, December 14, 2011 – Attachment 1

The minutes were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Board Bills List – Attachment 2
  In Order by Check Number
  In Order by Payee
  Checks Exceeding $2,500
  Channels 10/36
  Voided Checks
  Student Activities

E-2 Financial Report – Attachment 3

E-3 Human Resources Report – Attachment 4

E-4 Procurement Report – Attachment 5

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve the consent agenda.

Action: Motion approved.
ITEM F. ACTION ITEMS

F-1 Resolution (F0045-01-12) Authorizing the Sale of $1,500,000 General Obligation Promissory Notes, Series 2011-2012(F) of Milwaukee Area Technical College District, Wisconsin – Attachment 6

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0045-01-12) Authorizing the Sale of $1,500,000 General Obligation Promissory Notes, Series 2011-2012(F) of Milwaukee Area Technical College District, Wisconsin

Action: Motion approved

F-2 Resolution (F0046-01-12) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2011-2012(G) of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0046-01-12) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2011-2012(G) of Milwaukee Area Technical College District, Wisconsin

Action: Motion approved

F-3 Resolution (F0047-01-12) to Approve FY2011-2012 Budget Modification - Attachment 8

Discussion: Dr. Williams advised this budget adjustment is a combination of a reduction of fringe benefits, a one-time tax levy reduction, and a reduction in miscellaneous income.

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0047-01-12) to Approve FY2011-2012 Budget Modification

Action: Motion approved

F-4 Building Trades Pay Adjustment – Attachment 9

Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to approve Building Trades Pay Adjustment

Action: Motion approved

ITEM G. DISCUSSION ITEMS

G-1 Budget Variance Report Six Months Year-to-Date Ended December 31, 2011, FY2011-2012 – Attachment 10

Discussion: Dr. Williams advised the college continues to be on track in terms of the targeted general fund ending balance.

G-2 Milwaukee Area Technical College FY2012-2013 Budget Development Assumptions – Attachment 11

Discussion: Dr. Williams reviewed the budget development assumptions for FY 12-13, the general fund reserve balance prediction and possible strategies to close the deficit gap.
G-3 OPEB Trustee Responsibilities

Discussion: Ms. Janice Falkenberg, vice president and general counsel, provided clarification on the OPEB trust agreement, the parameters of the trust and the role of the trustees.

ITEM H. INFORMATION ITEMS

H-1 Quarterly Consultant Contracts Report – Attachment 12

Discussion: None.

H-2 Quarterly 38.14 Report Office of Workforce and Economic Development (OWED) – Attachment 13

Discussion: None.

H-3 Quarterly Out-of-Country Travel Report – Attachment 14

Discussion: None.

H-4 Quarterly Grant Activity Report – Attachment 15

Discussion: None.

H-5 Monthly Travel Report – Attachment 16

Discussion: None.

H-6 Milwaukee Area Technical College Sustainability Initiatives October thru December 2011 – Attachment 17

Discussion: Ms. Sue Ruggles, co-chair, Indoor Air Quality (IAQ) Committee reviewed the committee’s recommendation that the college transition to a tobacco free campus within the next year.

This recommendation will be advanced through the Core Committee process and any necessary policy change will be forwarded to the FPO Committee for consideration.

Mr. Joe Jacobson, associate dean, School of Technology & Applied Sciences, highlighted ways the college is taking the sustainability initiatives and integrating them into course curriculum.

H-7 Milwaukee Area Technical College District Fiduciary Fund - MATC Post-Employment Benefits Trust December 2011 – Attachment 18

Discussion: None.

ITEM I.

J-1 Communications and Petitions

None.

J-2 Information Items

None.
ITEM J. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Wednesday, February 22, 2012, 2:00 P.M., M210

ADJOURNMENT

The meeting adjourned at 3:13 p.m.

Respectfully submitted,
Erika N. Crosby
Administrative Specialist, Finance