

Attachment FPO - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
Finance, Personnel, and Operations Committee Minutes**

STAFF/ADMINISTRATION PRESENT: Theresa Barry
Christy Brown
Pablo Cardona
Darnell Cole
Robert Hartung
Michael Sargent
Jim Walsh

GUESTS: Tom Held, Milwaukee Journal Sentinel

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, 2006, and called to order by Chairperson Webber at 2:02 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Hughes, Webber

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 – December 14, 2005

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to approve the minutes of the December 14, 2005 committee meeting, as submitted.

Action Motion approved.

ITEM D. COMMENTS FROM THE PUBLIC

None

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Bills – December, 2005

E-2 Financial Report – December, 2005

E-3 Human Resources Report

E-4 Procurement Report

At the request of Chairperson Webber, Mr. Hartung provided an overview of the services provided by MATC's advertising agency, BVK with relation to minority media expenditures.

Motion: It was moved by Dr. Hughes, seconded by Mr. Webber, to approve items on the consent agenda, as submitted.

Action: Motion Approved.

ITEM F. ACTION ITEMS

F-1 Resolution Authorizing the Sale of \$1,000,000 of General Obligation Promissory Notes, Series 2005-06D of Milwaukee Area Technical College District, Wisconsin

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to recommend to the full board approval of the Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2005-06D of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

F-2 Resolution Authorizing the Issuance of \$1,000,000 of General Obligation Promissory Notes, Series 2005-06E of Milwaukee Area Technical College District, Wisconsin

Motion It was moved by Dr. Hughes, seconded by Dr. Webber, to recommend to the full board approval of the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2005-06E of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

F-2 REVISION TO POLICY A0111-A

By way of overview, Attorney Brown stated that the FPO approved, at its November meeting, revisions to Policy A0111A to include the Advisory Audit Committee as a standing committee of the MATC District Board. After further discussions with ESIR Committee Chairperson Baker, and further consultation with Craig Piotrowski and representatives from Virchow Krause, it has been suggested that the Advisory Audit Committee serve as a sub-committee to the FPO Committee, rather than a standing committee of the Board.

Therefore, revisions presented today include verbiage “oversee and monitor the activities of the Advisory Audit Committee and, where necessary, recommend appropriate district board action” under responsibilities of the FPO Committee.

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to recommend to the full board approval of the Revisions to Policy A0111-A, as submitted.

Action Motion approved.

ITEM G. DISCUSSION ITEMS

G-1 Banking Relationship with TCF Bank

Mr. Sargent provided a brief history of the current relationship with TCF Bank, which includes a contract issued for the MATC Campus Card program. He noted that TCF Bank is interested in opening a TCF branch on the MATC Campus, allowing convenient access for MATC students, staff and faculty.

Mr. Sargent noted that the current contract, which does give TCF some exclusivity, includes financial incentive to the college for placing a TCF branch on campus. However, he invited discussion regarding the appropriateness of proceeding with TCF, or the need for a formal contract bid.

Some challenges discussed:

TCF current contract, extending approximately four years, gives TCF rights to the Campus Card program, as well as exclusive rights to on-site ATM machines, which would be in direct competition should another institution be awarded such a bid.

How do state procurement guidelines affect this decision – Kristin Phelps noted that she will be meeting with Mr. Sargent and Ms. Falkenberg on Friday, January 20th to discuss the current TCF contract and to analyze and evaluate whether MATC has the right to label the contract as sole

source.

Mr. Sargent noted that this issue is somewhat time sensitive; however, MATC has asked TCF for an extension to allow for further discussion. It was noted that, should the extension not be granted, this committee will require feedback after Friday's meeting, should a decision need to be made.

G-2 Budget Variance Analysis

Mr. Sargent provided an update on the current year budget, providing monthly and year-to-date information related to revenues and expenses, to include lengthy discussion on FTEs and enrollment trends.

G-3 Budget Principles / College Priorities Update

Mr. Sargent shared that MATC, through the AQIP program, has established goals and strategies, which are currently being used as a guideline in drafting budget principles to intertwine with these goals and strategies. These budget principles will be brought to this Committee at its February meeting, for review.

G-4 Preliminary Estimate of Increase in Property Tax Levy

Mr. Sargent shared a preliminary estimate for property tax growth, noting the President's Budget Council recommendation of 7.0-7.9%. He discussed variables to be considered, including possible TABOR limitations, existing commitments, recommending, for planning purposes, a more realistic 4½ - 5% increase.

G-5 FY2006-07 Budget Development

Mr. Sargent reviewed an analysis of increase in operating revenue and expenses.

ITEM H. INFORMATION ITEMS

H-1 Quarterly Consultant Contracts Report

H-2 Out-of-Country Travel Report

H-3 Office of Corporate Learning 38.14 Outreach Contracting Report

H-4 Grants Management Report

ITEM I. MISCELLANEOUS ITEMS

I-1 COMMUNICATIONS AND PETITIONS

I-2 INFORMATION ITEMS

ITEM J. OLD BUSINESS/NEW BUSINESS

Scheduled Date of Next Meeting:
Wednesday, February 22, 2006 – 2:00pm

ADJOURNMENT

The committee adjourned at 2:43 p.m.

Respectfully submitted,
Caryn Dohring
Administrative Specialist