

## Attachment FPO - 1

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

**STAFF/ADMINISTRATIVE PRESENT:**

Theresa Barry	Rick Kettner
Christy Brown	Nina Jo Look
Pablo Cardona	Vicki Martin
Darnell Cole	Michael Sargent
Robert Hartung	Jim Walsh

**GUEST:** 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, October 19, 2005, and called to order by Chairperson Webber at 2:04 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

*On behalf of the FPO Committee, Director Webber expressed his condolences to fellow board member Lauren Baker, at the recent loss of her mother, asking for support (I know he said prayer but I'll take license to change this) for her and her family during their time of bereavement.*

#### ITEM A. ROLL CALL

**Present:** Colón (via phone), Hughes (arrived at 2:54), 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 – August 22, 2005 & August 31, 2005

**Motion** It was moved by Mr. Colón, seconded by Mr. Webber, to approve the minutes of the August 22, 2005 and August 31, 2005 committee meetings, as submitted.

**Action** Motion approved.

**ITEM D. COMMENTS FROM THE PUBLIC**

The following individuals spoke expressed concern regarding budgetary issues.

Mr. John Reiss, Culinary Arts  
Ms. Pat Ramdeen-Anderson, Liberal Arts & Sciences  
Christine Manion, Liberal Arts & Sciences

Dr. Michael Rosen, Economics instructor and AFT212 president spoke regarding the proposed tax levy recommendation, urging committee members to adjust the recommendation to increase the mill rate to the 1.5 cap.

**ITEM E. APPROVAL OF CONSENT AGENDA ITEMS**

**E-1 Bills – September, 2005**

**E-2 Financial Report – September, 2005**

**E-3 Human Resources Report**

**E-4 Procurement Report**

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

Action: Motion Approved.

**ITEM F. ACTION ITEMS**

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

Motion It was moved by Mr. Colón 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 2005-06C of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**G-2 Resolution to Approve FY2005-06 Budget Modification**

Discussion See item G-3 discussion below.

Motion It was moved by Mr. Colón, seconded by Dr. Hughes to defer action on this item to the October 25<sup>th</sup> meeting of the full Board.

Action Motion approved.

**G-3 Resolution to Establish Tax Levy for FY2005-06**

Discussion Mr. Sargent presented the background information used to prepare the FY2005-06 tax levy recommendation. Numerous concerns raised during public comments were addressed with regard to budget issues. After much discussion, the committee resolved to postpone action on this issue until the full board meeting of October 22, 2005, to allow time for further review and clarification.

Note Dr. William Hughes' arrival at 2:54 p.m.

Motion It was moved by Mr. Colón, seconded by Dr. Hughes to defer action on this item to the October 25<sup>th</sup> meeting of the full Board.

Action Motion approved.

**G-4 Resolution Requesting that WTCS Approve Construction of the Advanced Technology Center**

Discussion Dr. Vicki Martin, Mr. Jim Eden, and Ms. Dorothy Walker were present to provide an update on the Advanced Technology Center (Center for Energy Conservation/Advanced Manufacturing). A resolution supporting the construction of the ECAM Center was presented for approval.

Motion It was moved by Dr. Hughes seconded by Mr. Colón to recommend to the full board approval of the Resolution Requesting that WTCS Approve Construction of the Advanced Technology Center.

Action Motion approved.

**H-4 Procurement and Construction Services Annual Summary**

The Procurement and Construction Services Annual Summary is a state requirement for board approval, and was therefore presented as an action item. This report summarizes how Procurement and Construction dollars were spent in the immediately previous fiscal year, in relation to past fiscal years, as well as statistics on minority spending.

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Motion It was moved by Dr. Hughes seconded by Mr. Colón to recommend to the full board approval of the Procurement and Construction Services Annual Summary.

Action Motion approved.

**ITEM G. DISCUSSION ITEMS**

**G-1 Preliminary Draft of Comprehensive Annual Financial Report**

Mr. Sargent reported that the public accounting firm has completed the preliminary field work on the CAFR. One outstanding item is the OPEB information from the actuarial firm. The final draft CAFR will be presented in November for approval as required.

**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.

**ITEM H. INFORMATION ITEMS**

**H-1 IT Steering Committee Report**

**H-2 Auxiliary Services Business Plans**

**H-3 Quarterly Consultant Contracts Report**

**H-5 38.14 Outreach Contracting Quarterly Report**

**H-6 Out-of-Country Travel Quarterly Report**

**H-7 Financial Reporting Awards**

**H-8 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, November 16, 2005 – 2:00pm

**ITEM K. COMPLIANCE WITH THE OPEN MEETINGS LAW**

Chairperson Webber stated that the committee intended to convene into Closed Session.

Motion It was moved by Dr. Hughes, seconded by Mr. Colón that the committee move into Closed Session pursuant to Section 19.85(1) (g) of the Wisconsin Statutes to discuss Item K, Litigation Update, to confer with legal counsel with respect to litigation in which the District is or is likely to become involved.

The Committee may reconvene into Open Session to take action on matters discussed in Closed Session under Item K.

Action Motion carried, the vote being as follows:  
Ayes – Mr. Colón, Dr. Hughes, Mr. Webber  
Noes – None.

**CLOSED SESSION**

The committee convened into Closed Session at 3:50 p.m.

**ADJOURNMENT**

The committee adjourned at 3:22 p.m.

Respectfully submitted,

*Caryn Dohring*

Administrative Specialist