

**Attachment FPO - 1**

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

<b>STAFF/ADMINISTRATION PRESENT:</b>	Barry, Theresa Brown, Christy Cardona, Pablo Evinrude, Al Falkenberg, Janice Fugina, Lynn Gayhart, Terri	Gebhard, Karen Hartung, Robert Kettner, Rick Martin, Vicki Nygard, Jason Sargent, Mike Jim Walsh
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**GUESTS** None

**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 Thursday, September 20, 2006, and called to order by Chairperson Hughes at 2:10 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A. ROLL CALL**

**Present:** Bell, Hughes  
**Excused:** Colón intended to attend

**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 17, 2006**

Motion It was moved by Mayor Bell, seconded by Dr. Hughes, to approve the minutes of the August 17, 2006, committee meeting, as submitted.

Action Motion approved.

**ITEM D. COMMENTS FROM THE PUBLIC**

None

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

- E-1 Bills – August, 2006**
- E-2 Financial Report – August, 2006**
- E-3 Human Resources Report**
- E-4 Procurement Report**

Pablo Cardona noted an additional hire made after the posting of the original human resources report, Director of Public Safety. Also noted was an employee who transferred from one part-time position to another.

Motion: It was moved by Mayor Bell, seconded by Dr. Hughes, to approve items on the consent agenda, with the HR Report as amended by the Addendum.

Action: Motion Approved.

**ITEM F. Audit Advisory Committee Report**

Dr. Hughes updated Mayor Bell as to discussions which took place at the September 14th, 2006, meeting of the Advisory Audit Committee. He plans to use the expertise of Committee members to bring suggestions to the Board.

**ITEM G. ACTION ITEMS**

**G-1 Resolution Authorizing the sale of \$1,000,000 General Obligation Promissory Notes, Series 2006-07B of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mayor Bell, seconded by Dr. Hughes, to recommend to the full board approval of the resolution authorizing the sale of \$1,000,000 General Obligation Promissory Notes, series 2006-07B of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**G-2 Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2006-07C of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mayor Bell, seconded by Dr. Hughes, to recommend to the full board approval of the resolution authorizing the sale of \$1,000,000 General Obligation Promissory Notes, series 2006-07C of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

### **G-3 Equalized Values and Tax Levy**

Michael Sargent reported that the State plans to post information concerning equalized values on September 29<sup>th</sup>, 2006. As this information will affect the amount of state aid received by MATC, he will update the Board as information becomes available.

Action Motion approved.

## **ITEM H. DISCUSSION ITEMS**

### **H-1 Budget Variance Report August FY 2006-07**

This item was previously and incorrectly titled "Budget Variance Report July FY 2006-07." The current title, "Budget Variance Report August FY 2006-07," is correct.

Michael Sargent reported that revenue from tuition and fees is down due to decreased enrollment; however, this is offset in part by state aid.

In terms of expenses, faculty salaries came close to Budget. There will be a budget adjustment in future reports to reflect the financial implications of recently filled non-academic assignments.

Michael Sargent also commented on a large charge in legal services. This was due to the settlement of an older worker's compensation claim.

The Bookstore and Food Services are performing marginally better than planned. In an effort to improve the performance of Food Services in particular, Mr. Sargent hopes to expand the department's activities, servicing more potential customers and increasing profitability in the process.

Mr. Sargent reported that Dr. Rick Kettner is working to improve the business atmosphere of Milwaukee Enterprise Centers. He will be sending collection notices in a stronger method than previously.

Overall, MATC is on-plan in terms of its Budget. Mr. Sargent expects this trend to continue, as first semester enrollments are favorable. He stresses, however, that there are no funds in the current operating budget for negotiated increases, nor is MATC accruing funds for negotiated increases. This is a contingency item that is not reflected in the reports.

Mayor Bell asked that the report better indicate how the dollars spent affect students.

## **ITEM I. INFORMATION ITEMS**

### **I-2 Village of Saukville Tax Incremental District #4**

### **I-3 City of St. Francis Tax Incremental District #3**

Michael Sargent expressed concern over the materialization of projected tax revenues from these and other TIDs.

**I-6 Grants Management Report**

Michael Sargent reported that MATC received a C Campus grant amounting to \$148,000.

**ITEM J. MISCELLANEOUS ITEMS**

**J-1 COMMUNICATIONS AND PETITIONS**

**J-2 INFORMATION ITEMS**

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

Scheduled Date of Next Meeting: Wednesday, October 18, 2006 - 2:00P.M.

**ADJOURNMENT**

The committee adjourned at 2:45 p.m.

Respectfully Submitted,

*Karen Esche*

Administrative Specialist - Finance