



## Attachment FPO - 1

### MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD FINANCE, PERSONNEL, AND OPERATIONS January 20, 2010

#### 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 20, 2010, and called to order by Director Peter Earle at 5:00 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

#### ITEM A: ROLL CALL

**Present:** Mr. Thomas Michalski, Mr. Fred Royal, and Mr. 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 – November 18, 2009 – Attachment 1

Motion: The minutes were approved by consensus.

#### ITEM D: COMMENTS FROM THE PUBLIC

#### ITEM E: APPROVAL OF CONSENT AGENDA ITEMS

##### 1. Board Bills List - Attachment FPO-2

In Order by Check Number  
In Order by Payee  
Checks Exceeding \$2,500  
Channels 10/36  
Voided Checks  
Fund 7

##### 2. Financial Report - Attachment FPO-3

##### 3. Human Resources Report — Attachment FPO-4

##### 4. Procurement Report – Attachment FPO-5

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

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Action: Motion approved

**ITEM F. ACTION ITEMS**

**F-1 Resolution (F0152-01-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2009-2010E – Attachment FPO-6**

Motion: It was moved by Mr. Royal, seconded by Mr. Michalski, to approve Resolution (F0152-01-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2009-2010E– Attachment FPO-6.

Discussion: Bond counsel prepared and forwarded to the FPO Committee a revised version of the Resolution Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2009-2010E. Mr. Michael Sargent, vice president, Finance, reported that the resolution is to insure that the sale was properly approved by the MATC District Board.

Action: Motion approved

**F-2 Resolution (F0153-01-10) Authorizing the Sale of Not to Exceed \$1,500,000 General Obligation Promissory Notes, Series 2009-2010F– Attachment FPO-7**

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0153-01-10) Authorizing the Sale of Not to Exceed \$1,500,000 General Obligation Promissory Notes, Series 2009-2010F– Attachment FPO-7.

Action: Motion approved

**F-3 Resolution (F0154-01-10) Authorizing the Issuance of \$16,500,000 General Obligation Promissory Notes, Series 2009-2010H of Milwaukee Area Technical College District, Wisconsin – Attachment FPO-8**

Discussion: Mr. Sargent clarified that Resolution F0154-01-10 authorizes the issuance of \$16,500,000 in general obligation promissory notes, \$16,000,000 for equipment and \$500,000 for construction and renovation.

Motion: It was moved by Mr. Royal, seconded by Mr. Michalski, to approve Resolution (F0154-01-10) Authorizing the Issuance of \$16,500,000 General Obligation Promissory Notes, Series 2009-2010H of Milwaukee Area Technical College District, Wisconsin – Attachment FPO-8, with correction.

Action: Motion approved

**F-4 Resolution (F0155-01-10) to Approve FY2009-2010 Budget Modification – Attachment 9**

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0155-01-10) to Approve FY2009-2010 Budget Modification – Attachment 9.

Action: Motion approved

**F-5 Resolution (F0156-01-10) to Approve FY2010-2011 Budget Development Calendar – Attachment 10**

Motion: It was moved by Mr. Royal, seconded by Mr. Michalski, to approve Resolution (F0156-01-10) to Approve FY2010-2011 Budget Development Calendar – Attachment 10.

Action: Motion approved.

**F-6 Resolution (F0157-01-10) to Approve Sale of Milwaukee Enterprise Center (MEC) – North and Partial Space Lease Agreement – Attachment 11**

Discussion: Mr. Sargent provided an overview of the offer to purchase that MATC received for MEC – North. He also provided an overview of the partial space lease agreement, which is a condition of the offer to purchase. Mr. Sargent explained that MATC Board action is necessary to present this offer to purchase and partial space lease agreement to the Wisconsin Technical College System president and Board before final negotiations can be conducted. (A motion to go into Closed Session was deferred until remaining agenda items were discussed.)

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to convene into Closed Session pursuant to Section 19.85(1)(e) to discuss Item F-6, Resolution (F0157-01-10) to Approve Sale of Milwaukee Enterprise Center (MEC) – North and Partial Space Lease Agreement – Attachment 11, to deliberate and discuss the proposed terms of the sale where competitive or bargaining reasons require a Closed Session. The committee will reconvene into Open Session to take action on matters discussed in Closed Session and/or the remaining agenda items.

Action: Motion approved, roll call vote being as follows:

Ayes – Michalski, Royal, and Earle - 3  
Noes - None

The FPO Committee convened into Closed Session at 5:24 p.m.

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to the FPO Committee reconvene into Open Session.

Action: Motion approved.

The FPO Committee reconvened into Open Session at 5:37 p.m.

Motion: It was moved by Mr. Royal, seconded by Mr. Michalski, to approve Resolution (F0155-01-10) to Approve Sale of Milwaukee Enterprise Center (MEC) – North and Partial Space Lease Agreement – Attachment 11.

Action: Motion approved.

**ITEM G: DISCUSSION ITEMS**

**G-1 Milwaukee Area Technical College FY2010-11 Preliminary Budget Assumptions – Attachment FPO-12**

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Discussion Mr. Sargent provided an overview of factors influencing the MATC FY2010-2011 budget.

**G-2 Facilities Update**

Discussion Dr. Vicki Martin, provost, reported that administration continues to work with members of the MATC community to align academic projects with the tentative facilities plan.

**ITEM H: INFORMATION ITEMS**

**H-1 Milwaukee Area Technical College Budget Variance Report Six (6) Months Ended December 31, 2009 FY2009-2010 – Attachment FPO-13**

**H-2 Milwaukee Area Technical College Sustainability Initiatives December 2009 and January 2010 – Attachment FPO-14**

**H-3 Grants Management Report – Attachment FPO-15**

**H-4 Milwaukee Area Technical College District Fiduciary Fund – MATC Post-Employment Benefits Trust December 2009 – Attachment FPO-16**

**H-5 MATC Travel Report – By Date – Attachment FPO-17**

**H-6 Quarterly Consultant Contracts Report – Attachment FPO - 18**

**H-7 Quarterly Out-of-Country Travel Report – Attachment FPO – 19**

**H-8 Quarterly Office of Corporate Learning 38.14 Report – Attachment FPO – 20**

**ITEM I: MISCELLANEOUS ITEMS**

**J-1 COMMUNICATIONS AND PETITIONS**

None

**J-2 INFORMATION ITEMS**

**ITEM J: OLD BUSINESS/NEW BUSINESS**

Date of Next Meeting, February 17, 2010, 5:00 PM

Milwaukee Campus, Board Room (M210)

**ADJOURNMENT**

The Committee adjourned at 5:38 p.m.

Respectfully submitted,

*Karen M. Esche-Eiff*

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Administrative Specialist, Finance