



Attachment FPO – 1

DRAFT

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL, AND OPERATIONS
August 18, 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, August 18, 2010, and called to order by Director Fred Royal 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: Mr. Fred Royal and Mr. Tom Michalski
Excused: Mr. Michael Katz

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 – June 16, 2010 – Attachment 1

Motion: The minutes were approved by consensus.

ITEM D: COMMENTS FROM THE PUBLIC

None

ITEM E: ADVISORY AUDIT COMMITTEE REPORT

Mr. Michalski discussed items presented at the Advisory Audit Committee meeting held on August 12, 2010.

ITEM F. APPROVAL OF CONSENT AGENDA ITEMS

1. Board Bills List —June 2010 — Attachment FPO-2
 - Check Number
 - Payee
 - Checks Exceeding \$2,500
 - Channels 10/36
 - Voided Checks
2. Board Bills List —July 2010 — Attachment FPO-3
 - Check Number

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Payee
Checks Exceeding \$2,500
Channels 10/36
Voided Checks

3. Financial Report—June 2010 — Attachment FPO-4
4. Financial Report—July 2010 — Attachment FPO-5
5. Human Resources Report — Attachment FPO- 6
6. Procurement Report – Attachment FPO-7
7. Annual Affirmative Action Report of Milwaukee Area Technical College, June 2009 – June 2010 – Attachment FPO-8
8. Affirmative Action Report of Milwaukee Area Technical College for the Period April 1, 2010 – June 30, 2010 – Attachment FPO-9

Ms. Janice Falkenberg, vice president and general counsel, reported on activities being undertaken to increase diversity among faculty members as well as the development of an overall diversity plan for the college.

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

Action: Motion approved.

ITEM G. ACTION ITEMS

G-1 Resolution (F0183-08-10) Authorizing the Sale of \$17,500,000 General Obligation Promissory Notes, Series 2010-2011B of Milwaukee Area Technical College District, Wisconsin – Attachment FPO-10

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0183-08-10) Authorizing the Sale of \$17,500,000 General Obligation Promissory Notes, Series 2010-2011B of Milwaukee Area Technical College District.

Action: Motion approved

G-2 Resolution (F0184-08-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011C of Milwaukee Area Technical College District, Wisconsin – Attachment FPO-11

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0184-08-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011C of Milwaukee Area Technical College District.

Action: Motion approved

G-3 Resolution (F0185-08-10) to Approve FY2009-2010 Budget Modification – Attachment FPO – 12

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Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0185-08-10) to Approve FY 2009-2010 Budget Modification.

Action: Motion approved

G-4 Resolution (F0186-08-10) to Approve Three-Year Facilities Plan – Attachment FPO-13

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0186-08-10) to Approve Three-Year Facilities Plan.

Action: Motion approved

G-5 Resolution (F0187-08-10) to Revise Fiscal Year 2010-2011 Renovation/Remodeling (Capital) Projects) – Attachment FPO – 14

Discussion: Mr. Al Evinrude, director, Construction Services, explained the revisions to the plan.

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve Resolution (F0187-08-10) to Revise Fiscal Year 2010-2011 Renovation/Remodeling (Capital) Projects..

Action: Motion approved

G-6 Tentative FY2010-2011 Finance, Personnel, and Operations Committee Meeting Schedule – Attachment FPO-15

Motion: It was moved by Mr. Michalski, seconded by Mr. Royal, to approve FY2010-2011 Finance, Personnel, and Operation Committee Meeting Schedule.

Action: Motion approved

ITEM H: DISCUSSION ITEMS

H-1 District Property Values

Discussion: Dr. James Williams, vice president, Finance, will present this item at a future meeting of the FPO committee, after district property values are released by the state.

ITEM I: INFORMATION ITEMS

I-1 Budget Variance Report Preliminary Year End June 30, 2010 FY2009-2010 – Attachment FPO-16

Dr. Williams discussed the higher than expected general fund ending balance for 2009-10. The 2009-10 unaudited general fund balance is 19.1% compared to the budgeted 17.5%. Dr. Williams discussed the Enterprise Fund operating loss being less than budgeted for 2009-10.

I-2 Budget Variance Report One (1) Month Ended July 31, 2010 FY2010-2011 –

Attachment FPO-17

Dr. Williams stated that while the numbers contained in the July 2010 Budget Variance Report are positive, they are premature and hence not an accurate reflection of the college's financial health.

I-3 Milwaukee Area Technical College Sustainability Initiatives July 2010 and August 2010 – Attachment FPO-18

Dr. Michael Burke, president, reminded members of the committee of the Photovoltaic Educational Lab's ribbon cutting scheduled to take place on September 15, 2010.

I-4 Quarterly Consultant Contracts Report – Attachment FPO-19

I-5 Out-of-Country Travel Quarterly Report – Attachment FPO-20

I-6 Annual Office of Corporate Learning 38.14 Report – Attachment FPO-21

I-7 Grants Management Report – Attachment FPO-22 (*not available at time of posting*)

I-8 Semi-Annual Milwaukee Enterprise Center Review – Attachment FPO – 23

Dr. Williams reported on efforts to lower operating costs, regardless of the pending sale of MEC North.

Ms. Falkenberg provided members of the committee with a status update of the MEC North sale.

I-9 Milwaukee Area Technical College District Other Post-Employment Benefits (OPEB) Trust Report June 2010 – Attachment FPO-24

I-10 Milwaukee Area Technical College District Other Post-Employment Benefits (OPEB) Trust Report July 2010 – Attachment FPO-25

ITEM J: MISCELLANEOUS ITEMS

I-1 COMMUNICATIONS AND PETITIONS

Ms. Falkenberg reported that legislation to support bonding efforts by Milwaukee Area Technical College is scheduled to be brought before its Legislative Audit Committee.

Mr. Royal requested a status update of the college's risk management plan at a future meeting of the FPO Committee.

I-2 INFORMATION ITEMS

ITEM K: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting, September 22, 2010.

Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 2:30 p.m.

Respectfully submitted,

Karen M. Esche-Eiff

Karen M. Esche-Eiff
Administrative Specialist, Finance