



Attachment – FPO 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL AND OPERATIONS
December 15, 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, December 15, 2010, and called to order by Mr. Fred Royal at 2:00 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Mr. Michael Katz, Mr. Fred Royal

Excused: Mr. Tom Michalski

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 17, 2010 – Attachment 1.

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

None.

ITEM E: E-1 Board Bills List – November 2010 – Attachment 2.

Check Number

Payee

Checks Exceeding \$2,500

Channels 10/36

Voided Checks

Fund 7

E-2 Financial Report - November 2010 – Attachment 3.

E-3 Human Resources Report – Attachment 4.

E-4 Procurement Report – Attachment 5.

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

Action : Approved.

ITEM F: ACTION ITEMS

F-1 Resolution (F0203-12-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011F of Milwaukee Area Technical College District, Wisconsin – Attachment 6.

Motion: It was moved by Mr. Katz, seconded by Mr. Royal, to approve Resolution (F0203-12-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011F of Milwaukee Area Technical College District, Wisconsin – Attachment 6.

Action: Approved

F-2 Resolution (F0204-12-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011G of Milwaukee Area Technical College District, Wisconsin – Attachment 7..

Motion: It was moved by Mr. Katz, seconded by Mr. Royal, to approve Resolution (F0204-12-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011G of Milwaukee Area Technical College District, Wisconsin – Attachment 7.

Action: Approved

F-3 Resolution (F0205-12-10) to Approve FY2009-2010 Comprehensive Annual Financial Report (CAFR) – Attachment 8.

Discussion This item will be forwarded to the Board for final approval. Mr. John Knepel, partner, Baker Tilly Virchow Krause, LLP, reviewed the Comprehensive Annual Financial Report (CAFR).

Motion: It was moved by Mr. Katz, seconded by Mr. Royal, to approve Resolution (F0205-12-10) to Approve FY2009-2010 Comprehensive Annual Financial Report (CAFR) – Attachment 8.

Action: Approved.

F-4 Resolution (F0206 -12-10) to Approve Grant of Easement to the Village of Thiensville and Waiver of Fee For Easement – Attachment 9.

Discussion Dr. James Williams, vice president and Dr. Michael Burke, president, explained the easement and described the due diligence performed. The easement and the waiver will be forwarded to the Board for final approval.

Motion It was moved by Mr. Katz, seconded by Mr. Michalski, to approve Resolution (F0206 -12-10) to Approve Grant of Easement to the Village of Thiensville and Waiver of Fee For Easement – Attachment 9.

Action: Approved.

**F-5 Resolution (F0207-12-10) to Revise FY2010-2011
Renovation/Remodeling (Capital) Projects – Attachment 10.**

Discussion Dr. Williams highlighted the changes in the projects.

Motion It was moved by Mr. Katz, seconded by Mr. Royal, to approve Resolution (F0207-12-10) to Revise FY2010-2011 Renovation/Remodeling (Capital) Projects – Attachment 10.

Action Approved.

ITEM G: DISCUSSION ITEMS

G-1 Budget Variance Report Five Months Year-to-Date Ended November 30, 2010, FY2010-2011 – Attachment 11.

Discussion: Dr. Williams focused on four dashboard indicators, which described the financial health of MATC.

G-2 Milwaukee Area Technical College Preliminary FY2011-2012 Budget Development Assumptions – Attachment 12.

Discussion: Dr. Williams spoke to several aspects of the report and noted a change in the language as it relates to “State-Aid.” The additional language of “However, State Aid is undetermined at this time,” was included.

G-3 Facilities Master Planning Update.

Discussion: Dr. Williams indicated that a request for information (RFI) was created for architects, general contractors and engineers to gather outside input to help finalize the plan.

G-4 Trimester Review.

Discussion: Mr. Royal made a request to see the fiscal impact using the Gateway model.

ITEM H: INFORMATION ITEMS

H-1 Milwaukee Area Technical College FY 2010-2011 Sustainability Committee Activities – Attachment 13.

H-2 Milwaukee Area Technical College District Fiduciary Fund - MATC Post-Employment Benefits Trust November 2010 – Attachment 14.

H-3 Monthly Travel Report – Attachment 15.

H-4 Quarterly Grant Activity Update – Attachment 16

Discussion: Dr. Williams presented a detailed Grant Summary, which included figures that described each year's grant growth. Additionally, Dr. Joe Jacobsen made a presentation that featured several grants, including Energy Engineering Technology, Quality Engineering Technology and the Wind Grant. Each is part of the Sustainability initiative.

Mr. Katz recommend that an effort be put forth to engage other community businesses in allowing the sustainability students to examine their businesses and measure their carbon footprint and identify ways they could reduce energy costs.

ITEM I: MISCELLANEOUS ITEMS

J-1 Communications and Petitions.

None.

J-2 Information Items.

None.

ITEM J: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: January 19, 2011, 2:00 P.M. Room M210

Downtown Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The meeting adjourned at 3:20PM

Respectfully submitted,

Belva Haney

Belva Haney
Administrative Specialist, Finance