



Attachment FPO - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL AND OPERATIONS
FEBRUARY 9, 2011**

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, February 9, 2011, and called to order by Chairperson Fred Royal, Jr., at 2:04 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Michael G. Katz, Thomas A. Michalski, and Fred Royal, Jr.

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Chairperson Royal indicated that proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES, January 19, 2011 – Attachment 1

The minutes were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Board Bills List, January 2011 – Attachment 2

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

E-2 Financial Report, January 2011 – Attachment 3

E-3 Human Resources Report – Attachment 4

E-4 Quarterly Affirmative Action Report – Attachment 5

E-5 Procurement Report – Attachment 6

Discussion Dr. James E. Williams, vice president, Finance, noted a typographical error on Item E-5, Procurement Report, 3. Chipper/Plow Truck: Bids opened on January 14, 2011.

Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to approve the consent agenda with the correction noted on Item E-5, Procurement Report, 3.

Action : Motion approved.

ITEM F. ACTION ITEMS

F-1 Resolution (F0005-2-11) Authorizing the Sale 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. Michalski, to approve Resolution (F0005-2-11) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011G of Milwaukee Area Technical College District, Wisconsin.

Action: Motion approved.

F-2 Resolution (F0006-2-11) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011H of Milwaukee Area Technical College District, Wisconsin – Attachment 8

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0006-2-11) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011H of Milwaukee Area Technical College District, Wisconsin.

Action: Motion approved.

F-3 Resolution (F0007-02-11) to Approve FY2011-2012 Budget Development Calendar – Attachment 9

Motion It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0007-02-11) to Approve FY2011-2012 Budget Development Calendar.

Action Motion approved.

**F-4 Resolution (F0008-02-11) to Revise Fiscal Year 2010-2011
Renovation/Remodeling (Capital) Projects – Attachment 10**

Discussion Dr. Williams and Mr. Al Evinrude, director, Construction Services, reviewed the renovation/remodeling projects.

Motion It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0008-02-11) to Revise Fiscal Year 2010-2011 Renovation/Remodeling (Capital) Projects.

Action Motion approved.

ITEM G. DISCUSSION ITEMS

**G-1 Policy Review – H0300-4: Major Gift Recognition and Naming
Opportunities – Attachment 11**

Motion It was moved by Mr. Katz, seconded by Mr. Michalski, to forward Policy H0300-4, Major Gift Recognition and Naming Opportunities, to the MATC District Board, but to not include the guidelines.

Discussion Attorney Janice M. Falkenberg, vice president and general counsel, reviewed changes to the policy and guidelines. She noted that Dr. Michael L. Burke, president, and Ms. Christine M. McGee, director, Fundraising and Development, would review the guidelines, which are a part of the MATC Foundation policies.

Action Motion approved.

**G-2 Budget Variance Report Seven Months Year-to-Date Ended
January 31, 2011, FY2010-2011 – Attachment 12**

Discussion Dr. Williams reviewed the general fund reserve and the enterprise fund activities.

**G-3 Milwaukee Area Technical College Preliminary FY2011-2012 Budget
Planning Strategies and Assumptions – Attachment 13**

Discussion Dr. Williams reviewed the *Futuremakers* article from the Wisconsin Technical College System. He also presented strategies addressing the \$23 million budget gap.

ITEM H. INFORMATION ITEMS

H-1 Semi-annual MEC Review – Attachment 14

Discussion Dr. Williams presented the Semi-annual MEC Review.

H-2 Advisory Audit Committee Report

Discussion There was no report due to a change in committee meeting schedule.

H-3 Trimester Program

Discussion Dr. Williams reported that he was discussing the trimester program model with representatives from Gateway Technical College. Mr. Michalski requested a profile of trimester students.

**H-4 Impact of Tax Exempt Status of Hospitals & Retirement Homes
Property Value**

Discussion Dr. Williams stated that he was researching data and property values related to hospitals and retirement homes.

H-5 Monthly Travel Report – Attachment 15

Discussion Dr. Williams presented the report as information.

**H-6 Milwaukee Area Technical College Sustainability and Facilities
Committee Activities Fiscal Year 2010-2011, Third Quarter –
Attachment 16**

Discussion Dr. Williams presented the report as information.

**H-7 Milwaukee Area Technical College District Fiduciary Fund - MATC
Post-Employment Benefits Trust – Attachment 17**

Discussion Dr. Williams presented the report as information.

H-8 Suggestion Box Summary

Discussion Dr. Williams reported that 127 recommendations had been submitted and that the Budget Committee was reviewing the suggestions.

ITEM I. MISCELLANEOUS ITEMS

I-1 Communications and Petitions

None.

I-2 Information Items

None.

ITEM J. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Wednesday, March 16, 2011, 2:00 p.m. Downtown Milwaukee Campus, Board Room (M210).

ADJOURNMENT

The meeting adjourned at 2:44 p.m.

Respectfully submitted,

Linda S. McGuire

Linda S. McGuire, CPS
Executive Assistant to the President and MATC District Board