



Attachment FPO - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL AND OPERATIONS
October 19, 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 Tuesday, October 19, 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 (via phone), Mr. Thomas Michalski, Mr. Fred Royal

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 – September 22, 2010 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: APPROVAL OF CONSENT AGENDA ITEMS

E-1 Board Bills List – August 2010 – Attachment 2

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

E-2 Financial Report-September 2010 – Attachment 3

E-3 Human Resources Report – Attachment 4

E-4 Procurement Report – Attachment 5

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

Action : Approved

ITEM F: ACTION ITEMS

F-1 Resolution (F0192-10-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011D of Milwaukee Area Technical College District, Wisconsin – Attachment 6

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0192-10-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011D of Milwaukee Area Technical College District, Wisconsin – Attachment 6.

Action: Approved

F-2 Resolution (F193-10-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011E of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0193-10-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011E of Milwaukee Area Technical College District, Wisconsin – Attachment 6.

Action: Approved

F-3 Resolution (F0194-10-10) to Approve FY2009-2010 Budget Modification – Attachment 8

Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to approve Resolution (F0194-10-10) to Approve FY2009-2010 Budget Modification – Attachment 8.

Action: Approved

F-4 Resolution (F0195-10-10) to Approve FY2010-2011 Budget Modification – Attachment 9

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0195-10-10) to Approve FY2010-2011 Budget Modification – Attachment 9.

Action: Approved

F-5 Resolution (F0196-10-10) to Establish FY2010-2011 Tax Levy – Attachment 10

Mr. James Williams, vice president, Finance explained that this resolution notes that there will be no changes in the tax levy rates that were approved as part of the budget in June, 2010. There was a brief discussion related to the mill rate and debt service rate for the district.

Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to approve Resolution (F0196-10-10) to Establish FY2010-2011 Tax Levy – Attachment 10.

Action: Approved

**F-6 Resolution (F0197-10-10) to Revise Fiscal Year 2010-2011
Renovation/Remodeling (Capital) Projects – Attachment 11**

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0197-10-10) to Revise Fiscal Year 2010-2011 Renovation/Remodeling Capital Projects – Attachment 11.

Action: Approved

ITEM G: DISCUSSION ITEMS

**G-1 Preliminary Draft of the Comprehensive Annual Financial Report for Fiscal
Year Ended June 30, 2010 – Attachment 12**

Discussion: This is the preliminary draft of the Comprehensive Annual Financial Report for FY2010. Mr. Williams briefly explained several of the components included in this report. Mr. Williams introduced Ms. Terri Gayhart, manager, Business Office gave a brief outline of where savings were found within the FY2010 budget.

**G-2 Policy Review – E0202 – Responsible Use of Information Technology
Resources – Attachment 13**

Discussion: Ms. Janice Falkenberg, vice president and general counsel, noted that this policy replaces the policy currently in place.

Motion: It was moved by Mr. Michalski, and seconded by Mr. Katz to move Policy Review – E0202 – Responsible Use of Information Technology Resources – Attachment 13 to the full board.

Action: Approved

ITEM H: INFORMATION ITEMS

H-1 Grants Management Report

H-2 Preliminary FY2011-2012 Budget Development Calendar – Attachment 14

Discussion: Dr. Williams noted that Public Forums have been added to the calendar in March and May, 2011.

H-3 Quarterly Consultant Report – Attachment 15

H-4 MATC Travel Report – Attachment 16

**H-5 Quarterly 38.14 Report – Office of Workforce and Economic Development
(OWED) Contracts for Service – Attachment 17**

H-6 Quarterly Out-of-Country Travel Report – Attachment 18

H-7 Actuarial Valuation of Post-Employment Benefits

**H-8 Budget Performance Report Three Months Ended September 30, 2010,
FY2010-2011 – Attachment 19**

**H-9 Milwaukee Area Technical College Sustainability Initiatives thru
September, 2010 – Attachment 20**

**F-10 Milwaukee Area Technical College District Other Post-Employment
Benefits (OPEB) Trust Report September, 2010 – Attachment 21**

ITEM H: MISCELLANEOUS ITEMS

H-1 Communications and Petitions

None

H-2 Information Items

None

ITEM I: OLD BUSINESS/NEW BUSINESS –

Date of Next Meeting, November 17, 2010, 2:00 PM
Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 2:26 p.m.

Respectfully submitted,

Michele M. Conroy

Michele M. Conroy
Executive Assistant, Academic Affairs