

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 101
4 West Bend, Wisconsin

June 19, 2008
1:00 p.m.

5
6 Present: Richard Bertram, Ralph Hensel, Daniel Knodl, Dean David Nixon, Amy Reuteman,
7 Brenda Jaszewski, and William Meyers (Alternate).

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9 Excused: Nick Dobberstein.

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11 Also present: Administrative Coordinator Doug Johnson, County Board Chairman Herbert Tennes,
12 Assistant Dean Cathi Dziezyc, Buyer Roy Hartmann, Facility Manager David Loomans, and
13 UWWC Maintenance Supervisor Jon Etta.

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15 Chairman Bertram called the meeting to order and read the Affidavit of Posting.

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17 **MINUTES**

18 Moved by Mr. Knodl, seconded by Mr. Hensel to approve the minutes of May 22, 2008. Motion
19 carried.

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21 **THIRD FLOOR BUILD OUT/MUSIC AREA RENOVATION – & CHANGE ORDERS**

22 Appearance: Brandon Applebee, CMG, Inc.,

23
24 Mr. Applebee distributed and reviewed the timeline and cost summary. The third floor completion
25 date is early November and the music area completion date is mid August. Mr. Applebee reported
26 there have been no major problems to date. The change orders were reviewed and a total of \$8,185
27 of the contingency has been used for the approved change orders.

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29 **FACILITY MANAGEMENT REPORT**

30 Mr. Loomans presented the status of the following projects:

- 31 Roof Area (Cafeteria) – Complete.
- 32 Replace Chalkboards with Whiteboards – In progress.
- 33 Courtyard Door Frame Replacements – Scheduled for summer.
- 34 Gym Floor Sealant – Scheduled for August.
- 35 Parking Lot Maintenance – Scheduled for summer.

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37 **UWWC MAINTENANCE SUPERVISOR PROJECTS REPORT**

38 Mr. Etta reported the summer cleaning continues and they are working on the Whiteboards project.

39
40 **UPDATE ON 2008 BUDGET**

41 Mr. Loomans presented an update on the 2008 accounts and reported there is a balance of \$84,115
42 as of June 19, 2008. The amount shown remaining in the Property & Liability Insurance account
43 was questioned and Ms. Jaszewski will check to verify the amount.

44
45 **PRELIMINARY 2009 BUDGET**

46 The 2009 Operating budget will be presented at the next meeting. Mr. Loomans presented the 2009
47 Capital budget. A total of \$300,000 is included for the HVAC Rooftop replacement units and this

1 amount should cover the cost of approximately 9 or 10 of the 12 units. Any units not replaced will
2 be checked and maintained.

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4 **UNIVERSITY PROGRAM REPORT**

5 Dean Nixon is continuing to work on bringing the Justice Program to UWWC and is working with
6 UW-Oshkosh. In addition, Dean Nixon stated a fund raiser is scheduled for September.

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8 **NEXT MEETING**

9 The next meeting is tentatively scheduled for Thursday, July 24, 2008 at 1:00 p.m.

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11 **TOUR OF THIRD FLOOR**

12 The Board toured the third floor remodeling area.

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14 **ADJOURNMENT**

15 Moved by Mr. Hensel, seconded by Mr. Knodl to adjourn at 2:00 p.m. Motion carried.

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Brenda J. Jaszewski
Secretary, UWWC Board of Commissioners