

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 101
4 West Bend, Wisconsin

July 12, 2007
9:00 a.m.

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6 Present: David N. Radermacher, Barbara Barringer, Richard L. Bertram, Nick Dobberstein, Ralph R.
7 Hensel, Brenda Jaszewski, and Dean David Nixon.

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9 Also present: County Board Chair Thomas Sackett, Assistant Dean Cathi Dziezyc, Facility Manager
10 David Loomans, and UWWC Maintenance Supervisor Bruce Edwards.

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12 Chairman Radermacher called the meeting to order and read the Affidavit of Posting.

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14 **MINUTES**

15 Moved by Mr. Bertram, seconded by Ms. Barringer to approve the minutes of June 21, 2007. Motion
16 carried.

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18 **FACILITY MANAGEMENT PROJECTS REPORT**

19 **Storefront Door/Window Replacement** – Omni Glass was the lowest bidder and was awarded the
20 project.

21 **Transfer Switch Replacement** – Work is scheduled for next week.

22 **Roofing Replacement/Repairs** – Contracts should be signed this week.

23 **Drinking Fountain Replacements** – Work will be done in-house and completed by the end of
24 August.

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26 Moved by Mr. Dobberstein, seconded by Mr. Bertram to accept the Facility Management projects
27 report. Motion carried.

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29 **2008 BUDGET**

30 The final 2008 UWWC budget is presented as follows:

31	Telephone	\$ 588
32	Repair & Maintenance	40,000
33	Contracted Services	50,704
34	Property & Liability Insurance	64,500
35	Outlay (Projects)	<u>92,100</u>
36		\$247,892

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38 Moved by Mr. Bertram, seconded by Mr. Dobberstein to approve the 2008 UWWC budget as
39 presented and forward to the Washington County and City of West Bend Administration
40 departments. Motion carried.

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42 **UWWC MAINTENANCE SUPERVISOR PROJECTS REPORT**

43 Mr. Edwards stated West Bend Glass has replaced the broken window. The dead tree was removed
44 from the courtyard and the summer cleaning is continuing.

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46 Moved by Mr. Dobberstein, seconded by Mr. Hensel to accept the UWWC Maintenance Supervisor
47 projects report. Motion carried.

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HVAC ROOFTOP REPLACEMENTS

Ms. Barringer stated she spoke to City Administrator Dennis Melvin and the City of West Bend does not recommend adding the HVAC rooftop unit replacements to the third floor build out/music room renovation project. The City prefers listing the HVAC rooftop units in the 2009 and 2010 operating budget and the City will include these with their capital projects for those years. Ms. Jaszewski stated she spoke to Administrative Coordinator Douglas Johnson and the County also recommends the HVAC rooftop unit replacements be listed in the 2009 and 2010 budgets and not be included with the third floor build out/music room renovation project.

Moved by Mr. Dobberstein, seconded by Mr. Hensel to include the HVAC rooftop unit replacement project as a part of the normal budget process. Motion carried.

UNIVERSITY PROGRAM REPORT – DEAN NIXON

Summer Programs - UWWC is running 20 classes this summer, with 977 credit hours being offered. There are 290 students attending the summer program this year compared to 217 last year. **Enrollment Projections for 2007-2008** - Currently, UWWC is at 63% of the enrollment target for fall. On July 26, an additional 94 individuals are scheduled for registration.

Moved by Mr. Bertram, seconded by Mr. Dobberstein to accept the University Program report. Motion carried.

THIRD FLOOR & MUSIC DEPARTMENT RENOVATION PROJECT

Fund Raising Committee – On July 18, Dean Nixon had a meeting with the chair of this committee and currently has \$200,000 of the \$500,000 goal.

Benefactor Contributions & Commitments - Dean Nixon is working with a local foundation and hopes to have a significant commitment by the end of the month.

State’s Monetary & Engineering Degree Program Commitment - Dean Nixon has been in contact with the chancellor, who is committed to support the project. It is anticipated we will have the State’s commitment in writing prior to commencement of any work on the project.

NEXT MEETING

Moved by Mr. Bertram, seconded by Mr. Hensel to schedule the next meeting for Thursday, November 8, 2007, at 9:00 a.m. Motion carried.

ADJOURNMENT

Chairman Radermacher adjourned the meeting at 9:55 a.m.

Brenda J. Jaszewski
Secretary, UWWC Board of Commissioners