

1 **UWWC BOARD OF COMMISSIONERS**

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3 UWWC, Room 101  
4 West Bend, Wisconsin

July 24, 2008  
1:00 p.m.

5  
6 Present: Richard Bertram, Ralph Hensel, Brenda Jaszewski, Daniel Knodl, Dean David Nixon,  
7 Amy Reuteman, and Michael Schlotfeldt.

8  
9 Also present: Administrative Coordinator Doug Johnson, Assistant Finance Director Paul Labonte,  
10 County Board Chairman Herbert Tennes, and UWWC Maintenance Supervisor Jon Etta.

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

13  
14 **MINUTES**

15 A correction was noted on page 1 line 9: Excused: ~~Nick Dobberstein~~ Michael Schlotfeldt. Moved  
16 by Mr. Hensel, seconded by Mr. Schlotfeldt to approve the minutes of June 19, 2008, as corrected.  
17 Motion carried.

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19 Mr. Knodl arrived at 1:02 p.m.

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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 anticipated completion  
25 date for the music area is August 14, and the anticipated completion date for the third floor is  
26 November 6. The change orders were reviewed and indicate that to date, a total of \$21,506 for  
27 change orders has been committed and \$716 is pending. Mr. Applebee stated future change orders  
28 will include additional work for addressing the 2" elevation difference between two rooms in the  
29 music area and additional floor preparation on the third floor. Moved by Mr. Schlotfeldt, seconded  
30 by Mr. Hensel to accept the report. Motion carried.

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32 **FACILITY MANAGEMENT REPORT & UWWC SUPERVISOR PROJECTS REPORT**

33 Mr. Etta reported the replacement of the whiteboards is in progress and painting of doors is being  
34 done by student workers. Bathrooms will also be painted during the summer.

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36 **PRELIMINARY 2009 BUDGET**

37 The preliminary 2009 UWWC operating budget was presented as follows:

38	Telephone	\$ 2,200
39	Repair & Maintenance	35,000
40	Contracted Services	56,006
41	Property & Liability Insurance	<u>67,500</u>
42	Total Operating Budget	\$160,706

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44 The 2009 capital improvement budget is:

45	HVAC Rooftop Unit Replacements	\$300,000
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1 Moved by Mr. Hensel, seconded by Mr. Schlotfeldt to approve the preliminary 2009 UWWC  
2 budget as presented. Motion carried.

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4 **UNIVERSITY PROGRAM REPORT**

5 Dean Nixon reported the target increase for enrollment is 5% over this year and as of this week, he  
6 anticipates meeting this goal. UWWC has shifted the recruiting strategies to include working  
7 adults. The University has increased awarding Associate Degrees by 15% each year for the last  
8 three years.

9

10 UWWC has received many inquires about the new Engineering Degree program. Dean Nixon had  
11 a meeting with the Executive President of the Milwaukee 7 Group to request support for the new  
12 program.

13

14 Negotiations with UW-Oshkosh regarding a Criminal Justice program are continuing.

15

16 The Outreach program, which provides customized business training and conducts survey research,  
17 will be working with Madison to expand the concept statewide.

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19 Moved by Mr. Schlotfeldt, seconded by Mr. Hensel to accept the report. Motion carried.

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21 **NEXT MEETING**

22 The next meetings will be Thursday, August 21, 2008 at 1:00 p.m., and Thursday, September 18,  
23 2008 at 1:00 p.m.

24

25 Ms. Reuteman was excused at 2:00 p.m.

26

27 **TOUR**

28 The Board toured the music area and third floor.

29

30 **ADJOURNMENT**

31 Moved by Mr. Schlotfeldt, seconded by Mr. Knodl to adjourn at 2:25 p.m. Motion carried.

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Brenda J. Jaszewski  
Secretary, UWWC Board of Commissioners