

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 101
4 West Bend, Wisconsin

August 21, 2008
1:00 p.m.

5
6 Present: Ralph Hensel, Brenda Jaszewski, Daniel Knodl, Dean David Nixon, Amy Reuteman, Roy
7 Justman (Alternate), and Michael Schlotfeldt. Excused: Richard Bertram.

8
9 Also present: Assistant Dean Cathi Dziezcic, Administrative Coordinator Doug Johnson, City of West
10 Bend Deputy Clerk Megan Herther, Deputy Finance Director Paul Labonte, Facility Manager David
11 Loomans, and UWWC Maintenance Supervisor Jon Etta.

12
13 Vice-Chairman Knodl called the meeting to order and read the Affidavit of Posting.

14
15 **MINUTES**

16 Moved by Mr. Schlotfeldt, seconded by Mr. Hensel to approve the minutes of July 24, 2008.
17 Motion carried.

18
19 **THIRD FLOOR BUILD OUT/MUSIC AREA RENOVATION UPDATE**

20 Appearance: George Beyer, and Brandon Applebee, CMG, Inc.

21
22 Mr. Applebee reviewed the timelines for the projects and stated the music area is nearly complete.
23 The third floor is scheduled for completion the end of October or first week in November and there
24 are no major issues of concern. Mr. Labonte reported there are no outstanding invoices. The
25 change orders were reviewed and to date, a total of \$21,506 has been committed to change orders,
26 with \$11,100 pending. The pending change orders include the additional floor preparation in the
27 music area due to elevation changes, adding a motion sensor in the music area, and an additional
28 drywall chase in room 303. Two additional items were identified in the construction meeting held
29 this morning, and they include adding window blinds in the music area, and end panels on the
30 storage units in the music area. The Board had no objections to the change orders.

31
32 **FACILITIES MANAGEMENT PROJECTS REPORT**

33 Mr. Loomans reported the chalkboard replacement project will be completed this week, and the
34 gym floor resealing will be completed by Monday. The parking lot maintenance project has been
35 let for bid and will be completed this fall. Instead of replacing the courtyard door frames to
36 accommodate the movement of equipment, a small shed will be built in the courtyard and will be
37 sufficient for the equipment. Moved by Mr. Schlotfeldt, seconded by Mr. Hensel to accept the
38 Facilities Management report. Motion carried.

39
40 **UWWC SUPERVISOR PROJECTS REPORT**

41 Mr. Etta reported staff is finalizing the summer cleaning projects, including the painting of doors,
42 classrooms, and bathrooms. Additional shelves will be installed in several restrooms prior to the
43 start of fall classes. Moved by Mr. Justman, seconded by Mr. Schlotfeldt to accept the UWWC
44 Supervisor Projects report. Motion carried.

45
46 **2009 BUDGET**

47 The final 2009 UWWC operating budget was presented as follows:

1	Tower Rent (Revenue)	(\$ 1,540)
2	Telephone	2,200
3	Repair & Maintenance	35,000
4	Contracted Services	56,006
5	Property & Liability Insurance	<u>67,500</u>
6	Total Operating Budget	\$159,166

7
8 The final 2009 UWWC Capital Improvement Program budget was presented as follows:

9 HVAC Rooftop Unit Replacements \$300,000

10
11 Moved by Mr. Justman, seconded by Mr. Hensel to approve the 2009 UWWC budget as presented
12 and forward to the Washington County and City of West Bend Administration departments. Motion
13 carried.

14
15 **UNIVERSITY PROGRAM REPORT**

16 Dean Nixon reported the 5% increase in enrollment target is on track. Advertising has expanded
17 and recruiting strategies have shifted to include adults. The Engineering Degree program continues
18 to receive inquiries. The Board of Regents will be voting on the University budgets and this
19 program is considered a top priority. If funding is approved through the State, it is expected UW-
20 Platteville staff will be on campus beginning in January of 2010. Dean Nixon continues to
21 negotiate with UW-Oshkosh for a Criminal Justice program next year. Moved by Mr. Schlotfeldt,
22 seconded by Mr. Hensel to accept the University Program report. Motion carried.

23
24 **NEXT MEETING**

25 The next meeting will be Thursday, September 18, 2008 at 1:00 p.m.

26
27 **TOUR**

28 The Board toured the music area.

29
30 **ADJOURNMENT**

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

32
33
34
35 Brenda J. Jaszewski
36 Secretary, UWWC Board of Commissioners