

Minutes – Subject to Approval – March 12, 2018
University of Wisconsin-Fox Valley Board of Trustees

Trustees Present: Joy Hagen, George Scherck, Tom Snider, Kevin Sturn,
Others Present: Martin Rudd, Ane Carriveau, Bill Bultman, Renee Anderson. JoAnn Rife, Chuck Hermes, Tiffany Yang (student), Chancellor Andy Leavitt, Alex Hummel, Guy Hegg

- 1) **Call to Order.** Chair Hagen called the meeting to order at 11:00 a.m. Due to several guests attending the meeting, introductions of all attendees took place.
- 2) **Public Comment.** A request was made to add *Campus Student Survey of Facilities* under Old Business.
- 3) **Approval of Minutes from February 12, 2018.** Trustee Sturn motioned to approve the minutes as submitted, seconded by Trustee Snider. Revisions made under 6/B/b per request of Joy Hagen. No additional discussion. Motion carried 4-0.
- 4) **Presentation and Discussion of Bills.** Tracy Schwartz has collected and presented the bills printed in the February 2018- Invoices handout. Automated Logic completed boiler repair on the Engineering Building boiler. UW-Fox Maintenance staff have worked tirelessly with Automated Logic and as a result ordered new boiler sensors. They now appear to be working well for the time being.
- 5) **2017 Budget Expenditure Report and 2018 Request (Deferred).** In Rich Haen's absence there was no update to this ongoing monthly report. This information may be prepared for the next meeting by the NE Regional Associate Dean for Admin & Finance. The board was very supportive of this.
- 6) **New Business**
 - A. **Status of rollover requests.** This was talked about by the Winnebago County Finance committee at their regular meeting. It may be discussed further at another meeting in March. The board is supportive of rolling the funds over.
 - B. **Library exterior-brick veneer.** JoAnn Rife will be taking on some involvement in this project. Twice before bids have come in quite high. Without being able to get a product in a real brick veneer, the Trustees looked into a man-made veneer which would prove very durable. This veneer provided a much better match at less cost to install. The bids will go through Winnebago County. Martin will get the exact amount of this project budget. Additional funds have been approved to cover unanticipated overages.
 - C. **Roof maintenance contract.** Rich Haen had provided a summary of a report done on the building roofs. Martin Rudd would like UWO partners to take a closer look at this. It was \$250K two years ago. Trustee Sturn indicated that this project is a priority. A couple of contractors are in mind for the project. The inspection report will determine roof life expectancy. End of life reports will determine urgency.
 - D. **Science wing boiler project.** Before Rich Haen departed, the boiler projects went out for bid and came in at about \$480K, \$50K over the \$430K budget. Bids are good for 30 days, and unless we ask for an extended amount of time (up to 90 days) we will need new bids. We will need to ask the two lowest bidders for extensions on their bids. Martin has asked for the counties advice. The support of Craig Moser, County Executive is needed. The matter then goes to Brian Massey and will need to come out of contingency funds. Roofs need to be replaced in the summer, so time is of the essence. Trustees Sturn will get this on next week's Finance Committee agenda. We will need approximately \$78K with about \$39K coming from Outagamie County. This was a designated capital budget item, but will need additional funding.
- 7) **Old Business.**
 - A. **Campus Student Survey of UW-FOX facilities.** (*Added agenda item*) This survey was created to determine possible future needs of not only food service, but the entire campus facilities and will help shape the vision/mission for the future. Several revisions were made to the survey since the last meeting. They decided on a gift card incentive. Trustee Sturn thinks that the information gathered will be valuable to determine long term vision as well as possible concerns for our new UWO partner. This will be an electronic survey distributed the last week of March and advertised via several modalities.
- 8) **Report from the Regional Executive Offer and Dean.**
 - A. **Reports on UW System Restructuring.** The board had previously wanted to hear more on the restructuring and therefore welcomed a visit by UW Oshkosh (UWO) Chancellor Leavitt who is in attendance today. The Chancellor believes the new joining will provide opportunities that wouldn't have been possible on their own, as the sharing of resources will increase. He indicated that more resources will be brought to students on the FOX campus. Martin Rudd is representing UWO at the system level. UWO has put together a position description for a Regional Director of Facilities to fill Rich Haen's vacancy. He is hopeful that the position will be filled within a month. This

position will manage the operations side of facilities. All three County Executives are a part of a diverse Implementation Advisory Group which held their first meeting last month. They will continue meeting monthly through June. Martin Rudd and Chancellor Leavitt have been out engaging with the media to keep enrollments a priority.

9) **Future agenda items.** None identified.

10) **Schedule next meeting.** April 9th, 11:00 AM.

11) **Adjournment.** A motion was made by Trustee Snider to adjourn the meeting. Seconded by Trustee Sturn. Meeting adjourned at 11:59 AM

Respectfully submitted,

Renee Anderson