

**Minutes -Subject to Approval
UWO Fox Cities Board of Trustees
Monday April 26, 2021 1:00 p.m.**

Trustees Present: Tom Snider (WC), Steve Binder (WC), Mike Brunn (WC-Alt), Jerry Iverson (OC), Yvonne Monfils (OC); Mike Thomas (OC-Alt, departed early)

Excused:

Others Present: JoAnn Rife, Martin Rudd, Ane Carriveau, Paul Farrell, Pam Massey, Renee Anderson, Craig Moser, Mike Elder, Tracy Schwartz, Jihae Choi (student)

1. Call to Order [*Tom Snider-Chair*]. The meeting was called to order at 1:00 p.m. by chair, Tom Snider.
2. Public comment on agenda items. There were none.
3. Approval of March 22, 2021 minutes. Steve Binder made a motion to approve the March meeting minutes. Seconded by Jerry Iversen. Motion carried.
4. Presentation and discussion of bills [*Tracy Schwartz*]. Tracy outlined the itemized bills. There was nothing out of the ordinary. The bill for trees was for the replacement of several of those lost to Ash Borer disease.
5. New Business and Standing Reports
 - a. Economic Impact Study expectations [Jeff Sachse, Interim Director UWO Center for Customized Research and Services (CCRS)]. Following a brief introduction by Martin, Jeff shared a PowerPoint slide presentation. He talked about the scope of CCRS projects and some specific current projects he is working on. UWO Honors College students assist in the research within this department. The most relevant similar Economic Impact Analyses (EIA) completed was for UW Stevens Point in 2019, UW Madison in 2021 (Economic Impact Analysis), and there is a proposal under review for an EIA for updates to UW System and UWO. The technology that would be used is called IMPLAN. The timeline would be 2-3 months. BoT comments were measuring/demonstrating cost savings for students, retention of students in the community. A question arose as to whether there would be a conflict of interest/bias with having an internal UWO faculty member versus a 3rd party conduct the survey. IMPLAN is one of two in the industry that could be used. It uses data sets from over 200 industry standards. The UW Stevens Point survey would most closely replicate what is needed for the local UWO Fox Cities campus.
 - b. 2021 Operational Budget Update and YTD Spending [*JoAnn Rife*]. Tracy will meet with City of Menasha arborist in May and get an idea of how best to proceed with the nature center, including using an Eagle Scout project to name the trees. MBA program will likely need space on evenings and weekends. It is being identified what their specific space needs are. Some money will be saved in the Card Access project which will help cover the Science wing repairs and Geology Flooring.
 - c. 2020 Projects: Status of 2020 CIP and small capital projects. Status of approvals, rollovers and process [*JoAnn Rife*]. Children's Center total cost of design, documentation & bidding is \$267,300 per county. Fire Alarm System has a sole source bid for \$29,001. Feasibility study for \$44,800 (\$2800 above approved budget). JoAnn is assuming they can issue a contract pending approval of the additional balance. Jerry Iverson made a motion to approve the

- additional monies (\$2800 which split would be \$1400 each county). Seconded by Yvonne. Unanimously approved. That will get on the next agendas with the appropriate county committees to move the project forward.
- d. 2021 Projects: Status of budget and capital approval and project bids [*JoAnn Rife*]. JoAnn shared the document today in advance of the meeting. No updates were provided for the 2021 CIPs & Small Capital Outlays.
 - e. Condition Report for Campus [*Tracy Schwartz*]. Tracy Schwartz reported that a Tree Pruning clinic/class offered through CE was held on campus. UWO Fox Cities grounds personnel participated. Tracy is formulating a list of painting projects.
 - f. Development of questions from trustees for upcoming county/committee presentations [*Martin*]. Martin is currently developing PowerPoints with the Chancellor, in preparation for presentations to the counties. Martin is asking for questions from the board. The trustees are to send them to Martin, JoAnn, & Tom. The OC Joint Finance and Property Committees Meeting presentation is set for 4:30 pm on May 11.
6. Old Business - None
 7. Report from the Assistant Chancellor for Access Campuses [*Martin*]. An Arbor Day celebration will be held on April 29 with tree plantings on campus on Wednesday May 5. The trustees indicated their support for the sports that are returning in the fall.
 8. Future Agenda Items. Steve suggests a special meeting/tour with new WC County Exec to show him the Student Union and the 1428 Midway Road property. Tom also suggests inviting him to the Safety Walk on May 19. Tom will begin that conversation with him. Continue conversation regarding the Economic Impact Analysis. Trustees should review the UW SP EIA document.
 9. Schedule next meeting [TBD 05/24], via Blackboard Collaborate. The next meeting is confirmed as May 24. Martin reminded the group that we may be moving from Collaborate to a Zoom platform in the future.
 10. Reminder: Spring Safety Walk and Tour, Wed May 19, 5pm [meet at Barlow Entrance]
 11. Adjournment. Steve Binder made a motion to adjourn the meeting. Seconded by Mike Brunn. Motion carried. Meeting adjourned at 2:15 pm.

Respectfully Submitted,
Renee Anderson