

Minutes – Approved

The Trustees of the University of Wisconsin Oshkosh-Fox Cities Campus

Monday June 5, 2023, 1:00 p.m.

1478 Midway Road, Menasha

Trustees Present: Yvonne Monfils (OC), Steve Binder (WC), Tom Swan (WC), Chris Croatt (OC), Tom Borchardt (WC-Alt), John Cuff (OC–Alt),

Others Present: Martin Rudd, Paul Farrell, Pam Massey, Mike Elder, Renee Anderson (recorder), Kyle Sargent (OC Corporation Counsel)

1. *Call to Order.* The meeting was called to order at 1:00 p.m. by Chair, Yvonne Monfils
2. *Public comment on agenda items.* There were none.
3. *Approval of May 1, 2023 minutes [Voting Trustees].* Chris Croatt made a motion to approve the May minutes as shared in the materials. Tom Swan seconded. 0 Opposed. 0 Abstentions. Motion carried. Yvonne requested that the *Condition Report* [7.c.] be moved up on the agenda to follow *Update on small group finance meeting and next steps* [5.]*
4. *Presentation of bills [Martin Rudd].* Chris Croatt asked whether the daycare door latches fell outside the scope of the Daycare project. It was also asked how many trees were obtained for the \$1912 paid (pg. 2). Martin stated it was likely 20 but will confirm.
5. *Update on small group finance meeting and next steps [Chair].* Kyle Sargent, Outagamie County Corporation Counsel, was in attendance of today's meeting and provided information from a recent budget meeting. In attendance at that meeting were Paul Farrell, Mike Elder, Bethany Rusch, Mike Collard, and Kyle Sargent. The intent of that meeting was to identify common financial language. Each side was asked to provide documentation of finances from recent years. Clarification is needed on what is major vs. minor maintenance. According to one verbal calculation, the \$7K annual capital payment for projects referenced in the MOU would equate to \$53K in today's dollars. A follow-up meeting to discuss the MOU content/language should have the following individuals in attendance: Yvonne Monfils, Steve Binder, Bob Roberts, Paul Farrell, Mike Elder, Kyle Sargent, and Mike Collard, Winnebago County Director of Administration.
6. *Condition Report for Campus [Martin Rudd].* *NOTE: This item was moved ahead on the agenda. The facility directors followed up on the status of the library roof inspection, which tried to identify the causes of continuing leaks into the 2017-18 wall replacement. It was recommended to have an engineering study done to assess the wall structure. Paul Farrell reached out in November and again in April, both instances with no response from staff. Martin will do a follow up to get follow through from UWO staff on this. Ideally first figure out what is faulty and causing the roof issues and then a forensic analysis to try to reproduce the leak.
7. *Status of Food Service and Student Development Center A&E Services [All].* The pause on the update was revisited. After much discussion, Tom Swan made a motion to move forward with the engineering study. Seconded by Steve Binder. Chris Croatt felt the reasons for initiating the pause have not been resolved and would not be in favor of moving forward with the engineering study. Per voice vote 1 in favor, 3 opposed, 0 abstentions. Motion not carried. Chris

Croatt made a second motion to continue the pause either until September or until an updated MOU agreement is developed. Seconded by Steve Binder. Per voice vote, 4 in favor. 0 opposed. 0 abstentions. Motion carried.

8. *New Business and Standing Reports.*

- a. *2023 Operational Budget Update and YTD Spending [Martin Rudd].* There were no questions following review of the report.
 - b. *2021 - 2023 Capital Projects: Status of approvals, rollovers and process [Martin Rudd].* Barlow feasibility, Design and engineering bid is in draft. Parking lot maintenance (seal coating) was to be completed this June or July. Martin will look into the progress on this.
9. *Report from the Assistant Chancellor for Access Campuses [Martin Rudd].* Martin shared information on how to enhance our branch campuses within the scope of the new UWO Strategic Plan.
10. *Future Agenda Items.* Trustee Binder asked to find out whether the campus is “break even”. Follow up the fume hoods and the Library walls/roof.
11. *Schedule next meeting and 2023-2024 meeting rotation.* Monday July 24, at 1 p.m. has been determined as the next meeting date.
12. *Adjournment.* Motion to adjourn was initiated by Chris Croatt. Seconded by Tom Swan. Motion carried. The meeting adjourned at 2:35 p.m.

Respectfully submitted,

Renee Anderson