

(APPROVED)

THE UNIVERSITY COMMISSION: UW-Marshfield/Wood County  
Meeting Minutes for May 17, 2012

The meeting was called to order at 5:00 p.m. by Donna Rozar, Secretary.

Present: Machon, Feirer, Earll, Rozar, Stuhr, Breu

Absent: Meyer, Pliml

Excused: Feddick

Also present: Koziczkowski, Commission Bookkeeper, Waalkens, Building & Grounds Superintendent, Krista Donahue, Clifton-Gunderson, Inc., and Dan McCollum, Assistant Campus Dean for Administrative Services.

Rozar declared a quorum was present.

Introductions were made for the benefit of one new Commission member.

There were no public comments.

Elections: Earll nominated Rozar for Chair. Motion (Machon/Earll) to elect Rozar Chair. The motion carried. Earll nominated Machon for Vice-Chair. Motion (Earll/Rozar) to elect Machon Vice-Chair. The motion carried. Rozar nominated Feirer for Secretary. Motion (Rozar/Breu) to elect Feirer for Secretary. The motion carried.

Motion (Breu/Feirer) to receive and place on file the minutes of the January 19, 2012 meeting and the special meeting of March 1 and March 14, 2012. The motion carried. (Minutes on file.)

Donahue represented Clifton-Gunderson, CPA, in the first year of a four-year contract for the 2011 audit review and financial statements. The report was in draft form and will be mailed to the City, County, UW Colleges and Commissioner members when complete. (Draft on file.)

Motion (Breu/Feirer) to receive and place on file the statement of accounts. The motion carried. (Report on file.)

Motion (Machon/Earll) to approve the pre-paid operating account bills. The motion carried. (List of bills on file.)

Waalkens reported that the installation of railings in the theater was complete and that many positive comments have been received. He also noted the retirement of long-term custodian, George Joch, and the hire of

Chris Daegle. The Commission asked that the minutes record a deep appreciation to George for his many years of dedicated service and asked Koziczkowski to prepare a certificate honoring him. Motion (Feirer/Earll) to receive and place on file the Building & Grounds Superintendent's Report. The motion carried. (Report on file.)

Waalkens reported that we are in the second year of a three-year contract for summer mowing and he is satisfied with the contractor.

The 2012 Facility Enhancement budget is \$315,000 for HVAC centralized system. Reigel has been given design schematic for bidding which should be received by the end of May. Project start is set for mid-June with completion expected by fall.

No invoice was received, but a subcontractor for the parking lot project to paint parking spaces complained that they had been underpaid for the actual work completed. Since they were subcontracted by MSA and Nikolay, they have been paid and the contract is considered closed.

McCollum announced that his last day will be June 27 as he has accepted a position at UW-Green Bay. Dean Stuhr, Waalkens and Koziczkowski all spoke of Dan's hard work and dedication. Commission members echoed those sentiments, thanking Dan and wishing him well.

Dean Stuhr presented a report on her Campus Housing activities since the last meeting (notes attached). After discussion, there was a motion (Earll/Feirer) to communicate to the City of Marshfield and Wood County that the Commission would like each entity to pass a resolution to convey the existing property to the University Foundation, pending acceptance by the University Foundation. The motion carried.

Discussion of the Arboretum/Woodlands Committee was short, ending with a request to return the statement of intent to them for revision. Commission members expressed their overall support for the concept and to add a requirement for an annual report to be presented to the Commission.

Dean Stuhr announced a plan for a capital fund drive by the University Foundation towards the purpose of a Science/Technology/Engineering/Math (S.T.E.M.) building. In 2014, the existing science labs will be 50 years, with upgrades only to some equipment. The Marshfield Clinic is interested and would like to see a proposal. The construction has a projected cost of \$2.5-3 million. Mel Laird, as well as many other potential donors, have expressed support.

Rozar noted the meeting dates for the benefit of new members: September 20 and November 15, 2012.

The meeting adjourned at 6:21 p.m.

*Minutes taken by Marcie Kozickowski, Commission Bookkeeper, for Mike Feirer, Secretary.*