

**Finance and Facilities Committee  
Meeting Minutes  
October 2024**

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A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Tuesday, October 15, 2024.

Committee members present: Tim Huebsch, Chair; Jay Cowles, Jana Johnson, Jacqueline Johnson, and Roger Moe.

Committee members absent: Jerry Janezich

Other board members present: Dawn Erlandson, Jim Grabowska, Idman Ibrahim, Kathy Sheran, George Soule, and Cheryl Tefer

Staff present: Scott Olson, Chancellor; Bill Maki, Vice Chancellor for Finance and Facilities

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Huebsch called the meeting to order at 8:17 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for June 18, 2024**

Committee Chair Huebsch asked if there were any changes or amendments to the minutes, then asked for a motion. Trustee Moe made the motion and Trustee Cowles provided a second.

A roll call vote was conducted. The vote was as follows:

Jay Cowles	Aye
Tim Huebsch	Aye
Jerry Janezich	Absent
Jana Johnson	Aye
Jacqueline Johnson	Aye
Roger Moe	Aye

The committee voted to approve the minutes.



**Agenda Item 2: Finance and Facilities Committee Workplan**

Committee Chair Huebsch invited Vice Chancellor Maki to present the FY2025 Finance and Facilities Workplan to the Committee as detailed in the meeting materials. This was an informational item so there was no vote taken.

**Agenda Item 3: Contracts Approved \$1 Million To \$3 Million – June 10, 2024, to September 27, 2024**

For the October meeting, there were no contracts presented in excess of \$3 Million that required approval by the board.

Committee Chair Huebsch invited Vice Chancellor Maki to present the list of contracts between \$1M and \$3M that had been approved since the last committee meeting in June. Reporting of this information is required as per System Procedure 5.14.2 Part 11.

This was an informational item, so no vote was taken.

**Agenda Item 4: Proposed Amendment to Board Policy 5.15 Fundraising (First Reading)**

Committee Chair Huebsch invited Vice Chancellor Maki to present the first reading of the proposed amendment to Board Policy 5.15 Fundraising as provided in the meeting materials. The amendments consisted primarily of technical edits and new formatting standards. Comments received to date have been based around providing more clarity between the role of foundations in relation to this policy. Additional edits will be added to the document prior to the second reading at the November board meeting.

This being a first reading of the document, there was no vote taken.

**Agenda Item 5: FY2026-2027 Biennial Budget Request (First Reading)**

Committee Chair Huebsch invited Vice Chancellor Maki to present the first reading of the FY2026-2027 Biennial Budget Request as provided in the meeting materials.

This being a first reading of the document, there was no vote taken.

**Adjournment**

The committee chair adjourned the meeting at 9:18 a.m.