



**Finance and Facilities Committee
Meeting Minutes
May 16, 2023**

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Tuesday, May 16, 2023.

Committee members present: Jay Cowles, Chair; Victor Ayemobuwa, Jim Grabowska, Tim Huebsch, April Nishimura, and Kathy Sheran.

Committee members absent: Jerry Janezich

Other board members present: Alex Cirillo, Dawn Erlandson, Roger Moe, George Soule, and Cheryl Tefer

Staff present: Devinder Malhotra, Chancellor; Bill Maki, Vice Chancellor for Finance and Facilities

The meeting materials for this meeting are available <[here](#)>, starting on page 48. An audio recording of the meeting is available <[here](#)>.

Committee Chair Cowles called the meeting to order at 12:37 p.m.

Agenda Item 1: Approval of the Meeting Minutes for April 18, 2023

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

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

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Absent
Trustee Nishimura	Aye
Trustee Sheran	Aye

The committee voted to approve the minutes.



Agenda Item 2: Contracts Requiring Board Approval

Committee Chair Cowles invited Dr. Tim Anderson, System Director for Procurement and Contract Management to present the contracts that require board approval as detailed in the meeting materials. The meeting materials for this item begin on page 55.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2a: Helicopter Aviation Training, Lake Superior College:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter a contract with Lake Superior Helicopter, not to exceed \$8,300,000 and with term of up to five years for the purposes of Helicopter flight training. The Finance and Facilities Committee further recommends that the Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Trustee Grabowska made the motion and Trustee Huebsch seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Absent
Trustee Nishimura	Aye
Trustee Sheran	Aye

The committee voted to approve the recommended motion.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2b: Advance Manufacturing Lab Training Equipment Contract, St. Cloud Technical & Community College:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter a contract with First Technologies, Inc., not to exceed \$1,864,782 and with a term of one year for the purposes of Equipment purchase, installation and training. The Finance and Facilities Committee further recommends that the Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Trustee Huebsch made the motion and Trustee Grabowska seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Absent
Trustee Nishimura	Aye
Trustee Sheran	Aye

The committee voted to approve the recommended motion.

Agenda Item 3: Proposed Amendment to Board Policy 7.4 Financial Reporting (Second Reading)

Committee Chair Cowles invited Vice Chancellor Maki to present the proposed amendments to the policy as detailed in the meeting materials. The meeting materials for this item begin on page 60.

Committee Chair Cowles asked committee members to consider the following recommended committee motion:

The Finance and Facilities Committee recommends that the Board of Trustees approve the proposed amendment to Policy 7.4 Financial Reporting.

Trustee Ayemobuwa made the motion and Trustee Grabowska seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Absent
Trustee Nishimura	Aye
Trustee Sheran	Aye

The committee voted to approve the recommended motion.

Agenda Item 4: Proposed Amendment to Board Policy 5.11 Tuition and Fees (Second Reading)

Committee Chair Cowles invited Vice Chancellor Maki to provide information on the second reading of the proposed amendments to Board Policy 5.11 Tuition and Fees as detailed in the meeting materials. The meeting materials for this item begin on page 65.

Committee Chair Cowles asked committee members to consider the following recommended committee motion:

The Finance and Facilities Committee recommends that the Board of Trustees approve the proposed amendments to Board Policy 5.11 Tuition and Fees, System Procedure 5.11.1 Tuition and Fees, and the Fee Maximum Amount attachment.

Trustee Grabowska made the motion and Trustee Nishimura seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Absent
Trustee Nishimura	Aye
Trustee Sheran	Aye

The committee voted to approve the recommended motion.

Agenda Item 5: FY2024 Annual Operating Budget (First Reading)

Committee Chair Cowles invited Vice Chancellor Maki and Steve Ernest, System Director for Financial Planning & Analysis, to provide information on the first reading of the FY2024 Annual Operating Budget as detailed in the meeting materials. The meeting materials for this item begin on page 104. This being the first reading of the item, there was no vote taken.

Agenda Item 6: FY2024 Capital Program Recommendations (First Reading)

Committee Chair Cowles invited Associate Vice Chancellor Brian Yolitz to provide the FY2024 Capital Program Recommendations as detailed in the meeting materials. The meeting materials for this item begin on page 116. This being the first reading of the item, there was no vote taken.

Agenda Item 7: System Procurement Strategy

Committee Chair Cowles invited Vice Chancellor Maki and Dr. Tim Anderson, System Director for Procurement and Contract Management, to provide the System Procurement Strategy as detailed in the meeting materials. The meeting materials for this item begin on page 124. This being an informational item, there was no vote taken.

Adjournment

The committee chair adjourned the meeting at 3:07 p.m.