



**Finance and Facilities Committee
Meeting Minutes
January 23, 2024**

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Tuesday, January 23, 2024.

Committee members present: Jay Cowles, Chair; Jim Grabowska, Tim Huebsch, Jerry Janezich, , and Kathy Sheran.

Committee members absent: Micah Coatie, April Nishimura

Other board members present: Alex Cirillo, Dawn Erlandson, Roger Moe, Christopher Richter, 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 Cowles called the meeting to order at 12:34 p.m.

Agenda Item 1: Approval of the Meeting Minutes for November 14, 2023

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

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

| | |
|-----------------|--------|
| Micah Coatie | Absent |
| Jay Cowles | Aye |
| Jim Grabowska | Aye |
| Tim Huebsch | Aye |
| Jerry Janezich | Aye |
| April Nishimura | Absent |
| Kathy Sheran | Aye |

The committee voted to approve the minutes.



Agenda Item 2: Contracts Requiring Board Approval:

Committee Chair Cowles invited Brian Yolitz, Associate Vice Chancellor for Facilities to present the contracts for review.

Committee Chair Cowles asked committee members to consider the following recommended committee motion **for Agenda Item 2a: Institutional Effectiveness and Technology Renovation, Metropolitan State University**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the Chancellor or the Chancellor's designee, to enter into a construction contract not to exceed \$1.2 million to renovate the Institutional Effectiveness and Technology spaces at Metropolitan State University.

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

| | |
|-----------------|--------|
| Micah Coatie | Absent |
| Jay Cowles | Aye |
| Jim Grabowska | Aye |
| Tim Huebsch | Aye |
| Jerry Janezich | Aye |
| April Nishimura | Absent |
| Kathy 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: McElroy G Hall HVAC Upgrade, Minnesota State University, Mankato**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the Chancellor or the Chancellor's designee, to enter into a construction contract not to exceed \$2,000,000 to upgrade the HVAC system in McElroy G Hall at Minnesota State University, Mankato.

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

| | |
|-----------------|--------|
| Micah Coatie | Absent |
| Jay Cowles | Aye |
| Jim Grabowska | Aye |
| Tim Huebsch | Aye |
| Jerry Janezich | Aye |
| April Nishimura | Absent |
| Kathy Sheran | Aye |

Committee Chair Cowles asked committee members to consider the following recommended committee motion **for Agenda Item 2c: Updated Office Space Lease, System Office**

The Finance and Facilities Committee recommends the Board of Trustees authorize the Chancellor or the Chancellor's designee to enter into a 10-year lease at Wells Fargo Place not to exceed \$22.0 million over the term for housing the Minnesota State system office and associated functions. This authorization includes provisions for two (2) five-year options to extend the lease subject to board approval.

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

| | |
|-----------------|--------|
| Micah Coatie | Absent |
| Jay Cowles | Aye |
| Jim Grabowska | Aye |
| Tim Huebsch | Aye |
| Jerry Janezich | Aye |
| April Nishimura | Absent |
| Kathy Sheran | Aye |

Agenda Item 3: Proposed Amendment to Board Policy 6.7 Real Estate Transactions and Management (First Reading)

Committee Chair Cowles invited Associate Vice Chancellor Yolitz to present the first reading of the Proposed Amendment to Board Policy 6.7 Real Estate Transactions and Management as detailed in the meeting materials.

The proposed amendment consists of technical edits, reference to other applicable policies and the application of new formatting and writing standards. System Procedures related to Policy 6.7 are currently undergoing review and update at the staff level.

This being the first reading of the proposed amendment, there was no vote taken.

Agenda Item 4: Proposed Amendment to Board Policy 5.14 Contracts, Procurement and Supplier Diversity (First Reading)

Committee Chair Cowles invited Vice Chancellor Maki to present the first reading of the Proposed Amendment to Board Policy 5.14 Contracts, Procurement and Supplier Diversity as detailed in the meeting materials. The Vice Chancellor was joined by Dr. Tim Anderson, System Director for Procurement and Contract Management.

Proposed amendments include increasing the threshold from \$1 million to \$3 million for Board of Trustees approval for contracts, agreements, and purchases. Additional proposed changes include updates to definitions to improve understanding and interpretation of policy, and general policy modifications for clarity.

This being the first reading of the proposed amendment, there was no vote taken.

Agenda Item 5: College and University Financial Performance Update

Committee Chair Cowles invited Vice Chancellor Maki to present the College and University Financial Performance Update as detailed in the meeting materials. The Vice Chancellor was joined by Metody Popov, Interim System Director for Financial Reporting, and Steve Ernest, System Director for Financial Planning and Analysis.

This item provides a review of the Minnesota State fiscal year 2023 and fiscal year 2022 financial statement results and a report on college and university fiscal year 2023 financial health indicators per Board Procedure 7.3.16.

This being an informational item, there was no vote taken.

Adjournment

The committee chair adjourned the meeting at 2:25 p.m.