



**Finance and Facilities Committee
Meeting Minutes
March 22, 2023**

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Wednesday, March 22, 2023.

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

Committee members absent: Victor Ayemobuwa, April Nishimura

Other board members present: Alex Cirillo, Dawn Erlandson, Roger Moe, Javier Morillo, 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 57. An audio recording of the meeting is available <[here](#)>.

Committee Chair Cowles called the meeting to order at 9:58 a.m.

Agenda Item 1: Approval of the Meeting Minutes for January 24, 2022

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:

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



Agenda Item 2: Contracts Requiring Board Approval

Committee Chair Cowles invited Vice Chancellor Bill Maki to present the nine contracts that required board approval as detailed in the meeting materials. The meeting materials for this item begin on page 64.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2a: Customized Training, Dakota County Technical College:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to approve a \$1.201M increase to the contract, bringing the total contract amount to \$2.2M and with a term of five years for the purposes of maintaining the training curriculum for aerospace clients. 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	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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: Marketing/Advertising Contract, Winona 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 contract not to exceed \$1,300,000 and with a term up to three years for the purposes of Marketing and Advertising. 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 Janezich seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2c: Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College:**

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 renovate the library, consolidate it with the Tutor and Learning Center, and renovate TRiO program spaces at Lake Superior College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

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

Trustee Ayemobuwa	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2d: Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College – Fergus Falls Campus:**

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 \$1,200,000 to replace exterior siding and windows on the Williams Hillside Apartments at the Fergus Falls campus of Minnesota State Community and Technical College. 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	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2e: Parking Lot #6 Pavement Rehabilitation, Normandale Community College:**

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 \$1,300,000 to repair and improve Parking Lot #6, Normandale Community College. 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	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2f: Library Building Renovation Construction Contract – Phase 1, Normandale Community College:**

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 \$15,000,000 for Phase 1 of the Library Building Renovation project at Normandale Community College. 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	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2g: Construction Phase 2 Locker Room Project, Riverland Community College:**

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 \$1,200,000 to renovate and upgrade the locker rooms at the Austin campus of Riverland Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

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

Trustee Ayemobuwa	Absent
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Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2h: Campus-wide Door Hardware and Access, Rochester Community and Technical College:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter into an amended construction contract not to exceed \$1,100,000 to provide door access controls at Rochester Community and Technical College. 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	Absent
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
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 2i: Heintz Center South Parking Lot Improvements, Rochester Community and Technical College:**

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 \$1,200,000 to repair and improve the Heintz Center South Parking Lot Improvements, Rochester

Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

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

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

The committee voted to approve the recommended motion.

Agenda Item 3: Environmental Health and Safety Overview

Committee Chair Cowles invited Vice Chancellor Maki, Associate Vice Chancellor Brian Yolitz, and System Director John Dingmann to provide an overview on Environmental Health and Safety as detailed in the meeting materials. The meeting materials for this item begin on page 77.

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

Agenda Item 4: Proposed Amendment to Board Policy 5.24 Safety and Security Compliance, (First Reading)

Committee Chair Cowles invited Vice Chancellor Maki to provide information on the first reading of the proposed amendments to Board Policy 5.24 Safety and Security Compliance as detailed in the meeting materials. The meeting materials for this item begin on page 88.

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

Adjournment

The committee chair adjourned the meeting at 12:00 p.m.