

UNAPPROVED

**MINUTES OF THE UNIVERSITY COMMISSION-UWSP AT MARSHFIELD MEETING  
OF MAY 21, 2020.**

Chair Rozar called the meeting to order at 5:00 p.m. Present: Rozar, Breu, Poeschel, Spiros, Hahn and Feirer.

Also present: Michelle Boernke, Campus Executive; Brian Panzer, Building and Grounds Superintendent Operations Director; Dean Gretel Stock, UWSP; Lance Pliml, Wood County Board Chair; and Bill Clendenning, District 15 Wood County Board Supervisor.

Rozar declared a quorum.

Public Comments: None

Election of Officers: Election of Officers: Hahn nominated Rozar for Chair. There were no further nominations. Motion (Feier/Hahn) to close nominations and cast a unanimous vote for Rozar for Chair. Motion carried.

Feier nominated Breu for Vice-Chair. There were no further nominations. Motion (Feier/Hahn) to close nominations and cast a unanimous vote for Breu for Vice-Chair. Motion carried.

Hahn nominated Poeschel for Secretary. Poeschel nominated Spiros for Secretary. Spiros declined the nomination. There were no further nominations. Motion (Breu/Feier) to close nominations and cast a unanimous vote for Poeschel for Secretary. Motion carried.

Motion (Breu/Hahn) to approve as presented and place on file the minutes of the January 16, 2020 and February 13, 2020 meetings. Discussion carried regarding the remaining \$1,000 to be paid to Kulp roofing, Rozar to contact Kulp to resolve and submit final payment. MOTION CARRIED. (Minutes on file.)

Motion (Poeschel/Feier) to receive and place on file the year-to-date Register Report and Comparing Budget to Actual Report. Rozar noted for Nussbaum to move the \$3,673.22 entry on the C.I.P. and move to the operating budget. MOTION CARRIED. (Report on file.)

Motion (Breu/Spiros) to approve Current Bills – Financial Activity Report for 1/9/20 through 5/15/2020. MOTION CARRIED. (Report on file.)

Panzer reviewed the 2020 CIP budget, and the greenhouse carry over as explained in his attached report. Panzer noted the City of Marshfield will cover their \$56,299.50 portion as budgeted in FY20 and the county has approved a carryover of \$52,000 for FY20, leaving the remaining \$4,299.50 to be included in the county's CIP portion next fiscal year. FY21 Commission CIP includes \$16,000 for a hot water heater in the administrative building.

Panzer updated the Commission on the security camera project, details included in the attached report.

Motion (Breu/Feier) to receive and place on file the Building & Grounds Superintendent Operations Director's Report. MOTION CARRIED. (Report on file.)

Boernke distributed her report for Spring 2020 (Report on file.)

Rozar and Boernke gave an update regarding the annual audit done in the past. After almost two years of researching the origins of why the Commission was conducting a full audit, it was discovered that when the Commission reports to both the County and City Finance Departments with less than \$100,000 each, a full audit is not necessary. Boernke consulted with UWSP administration and Rozar contacted both the City and County Finance Directors to inquire about whether a full audit was necessary. Boernke and Rozar reported that all parties consulted do not require a full audit, a letter of review, or any other paid financial review. Boernke noted she believes a full audit was done in the past due to a UW Colleges requirement, as they also requested the same from the UW Foundation. It was also the recommendation of Nussbaum, who has years of experience in accounting, that this accountability and transparency can be provided by our Year End reports and current financials. Rozar ask that details of this discussion be noted in the minutes and emphasize that a full investigation of this process was made and included all stakeholders. Therefore, the Commission will proceed with detailed End of the Year financial reporting and full disclosure financial statements at each meeting and share these statements with both funding entities at the end of each calendar year.

Boernke noted that due to the COVID19 pandemic, the MACCI's Business After 5, which was planned to be held on the campus, was cancelled, and rescheduled for April 2021.

Dean Gretel Stock gave a short update regarding UWSP planning process and the COVID19 situation. Stock indicated that an announcement will be made around mid-June as to the level of opening and operations for fall 2020 semester.

No Chair's report.

Future Meetings dates: August 20, 2020 and November 12, 2020, both at 5:00 p.m.

No further business.

Meeting adjourned at 6:06 p.m.

Minutes taken for Nick Poeschel, Secretary by Michelle Boernke