

3-28-2014

Finance minutes 03/28/2014

Finance Committee

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UMM Finance Committee Minutes

3.28.14

Members Present:, Michael Korth, Sara Haugen, Pieranna Garavaso, Timna Wyckoff, Ellery Wealot, Gwen Rudney, Dennis Stewart, Laura Thielke, Mary Zosel, Lowell Rasmussen, Jayne Blodgett

Members Absent: Brad Deane, Sam Fettig

Guests: Colleen Miller, Melissa Wrobleski-Note Taker, Lisa Harris

Agenda:

1. Approval of minutes:

Corrections were made to the 2/28/14 minutes, and approved.

2. Response to the RAR Report:

Committee members were asked how they felt about the revised draft of the committee's response to the RAR report. In response, the following issues were raised:

- Level of scrutiny for non-academic and academic units.
- Accountability among all departments.
- Annual reports should be used on this campus, not just submitted and ignored.
- USA staff members have performance appraisals that they are held accountable for jobs/duties and they include goals for the future.

Suggestions for changes to the draft were made and Michael will revise the draft and re-distribute.

3. Plant Services: Markups & Billable Services:

Lisa Harris provided a hand out on Facilities Management (FM) and went through and discussed what the responsibilities of the department were on this campus. She explained that their duties were to maintain the buildings, roads, sidewalks, parking lots, and fixed equipment that are part of the buildings and utilities that are part of the facilities infrastructure.

Lisa commented that previously the department had been charging a 5% markup on local incidentals (running uptown for supplies to complete a job for a department). The last audit pointed out this markup was not consistently applied to everything FM purchased. FM no longer marks up anything.

FM was also asked why it charges other units on campus for labor and how much it charged units last year. Lisa had a second sheet that showed various jobs that FM staff performed around campus. Her information also included the total charged to departments in FY13, \$18,853. This was determined to be a relatively small amount and the committee expressed appreciation for the explanation.

Meeting adjourned.

Next meeting is April 11th, 2014 in Moccasin Flower Room at 2:10 pm.