

MATC Board of Directors Meeting
Wednesday, November 18, 2009, 4:00 PM
MATC Orem Campus – Room 115

Board Members Present:

Mark Marsh - Chairman
Wayne Anderson
Randall Boothe
Mary Ann Christiansen
Chuck Castleton
Jim Evans
Brent Gordon
Gail McGuill
Russ Fotheringham
Arthur Newell – Vice Chairman
Tim Osborn
Anne Bransford

Board Members Excused:

Craig Carlile
Carolyn Merrill
Jen Kelson
Philip Marchant

Clay Christensen, President - excused
Barbara Miner, Assistant

Staff:

Fred Keetch, Vice President, Instruction - excused
Kirt Michaelis, Vice President, CFO/Finance
Ken Pierce, Vice President, Student Services
Mark Walker, Vice President, Operation
Mark Middlebrook, Manager, Marketing
Renee Knapp, Director, Human Resource
Holly Peterson, Director, Programs
Debra Edmunds, Director, Practical Nursing
Phil Kresge, Instructor, CDL

Guests:

Jared Ferguson, CTE Director, Provo School District

WELCOME

Chair Marsh welcomed the board members and staff.

PLEDGE OF ALLEGIANCE

Randall Boothe led the group in the Pledge of Allegiance.

PRESIDENT CHRISTENSEN RECEIVES A NATIONAL AWARD

Barbara Miner explained that President Christensen received a National Outstanding Service Award for Career and Technical Education and is currently in Nashville, Tennessee, to receive his award.

RECOGNITION OF AN OUTSTANDING INSTRUCTOR

Holly Peterson recognized Phil Kresge, for his "Outstanding" CDL Program Management. Phil has been teaching the CDL Program for MATC since 2005.

RECOGNITION OF PAST MATC CHAIRMAN

The Board of Directors' recognized past Chair Castleton for his dedicated service as the MATC Board Chairman. Chuck Castleton said it's been an honor to serve on the MATC Board as Chairman.

RECOGNITION OF NEW MATC CHAIRMAN

Vice President Pierce presented Chair Marsh with a gavel and expressed his appreciation for Chair Marsh serving as the new Board Chairman.

APPROVAL OF MINUTES

Minutes from the October, 2009 Board meeting were included for review and approval.

Motion: Approval of minutes

Moved: Gail McGuill

Second: Randall Boothe

Vote: Unanimous

PROGRAM PRESENTATION – PRACTICAL NURSING

Debra Edmunds, Program Director for the Practical Nursing Program gave a presentation. She explained that the MATC Practical Nursing Program educates and prepares 40 students per year for licensure (LPN). Graduates have been admitted to RN programs offered at UVU, SLCC, and WSU. Graduates fill LPN positions in Utah County clinics, hospitals, and long-term care facilities.

SPANISH FORK CAMPUS BOND – PROPOSED PROPERTY TRANSFER

Vice President Michaelis explained a proposed property transfer in relation to the change in financing of the Spanish Fork Campus. MATC desires to have the Municipal Building Authority of Utah County (MBA) purchase the building and land upon which MATC currently operates its college campus. The MBA will lease the facilities to Utah County and the County will sublease the facilities to MATC. The sublease between MATC and the County is substantially the same as what MATC entered into with SFLLC and will be assigned from SFLLC to the County. This funding structure would eliminate approximately \$40,000 of property tax per year that MATC is paying.

The school currently operates on three separate parcels of land. The main parcel is separated by a road from the other two parcels. The other two parcels consist of about 4.1 acres of raw land and a small piece of land in the middle of the Land Parcel that has an old building on it that MATC uses as a shop. SFLLC donated the Shop Parcel to MATC several years ago, thus removing it from the property lease. MATC owns the Shop Parcel, but it was carved out of the middle of the Land Parcel without a proper subdivision.

Because of the improper subdivision, the City of Spanish Fork will probably not allow the Land Parcel to be sold to the County unless it is joined back with the Shop Parcel. MATC desires to sell the Shop Parcel to the MBA as part of the financing. The MBA would then have ownership of all three pieces and give a lien to the bond trustee for the benefit of Wells Fargo, the sole purchaser of the bonds. In addition to obtaining tax abatement and doing the bond financing, as additional consideration to MATC for selling the Shop Parcel, the MBA would pay MATC \$220,000 from the bond proceeds for the Shop Parcel. However, MATC would then be required to use this amount to pay an equal amount of the costs of issuing the bonds.

Motion: Approval of Property Transfer and Change in Financing

Moved: Jim Evans
Second: Chuck Castleton
Vote: Unanimous

MATC BOARD MEMBER REAPPOINTMENT

Three Board members terms have expired and it was necessary to re-appoint them to their positions. Chair Marsh spoke to them ahead of time and Brent Gordon, and Arthur Newell will continue to serve on the board. However, Past Chair Castleton will step down. Chairman Marsh thanked Chuck Castleton for his many dedicated years of service as a board member and as the Chairman of the Board. Mr. Castleton will continue to stay on the board until his position is filled.

Motion: Approval of Reappointment - Brent Gordon and Arthur Newell will continue as MATC Board Members

Moved: Jim Evans
Second: Randall Boothe
Vote: Unanimous

MATC BOARD MEMBER APPOINTMENT

Chair Marsh explained that because Park City School District has joined the MATC Board it has become necessary to add another member to the board. Several possible nominees were discussed. Chair Marsh asked the group to obtain Bio information and send to Barbara Miner.

Chair Marsh proposed to table this item until next Board Meeting until proper information is acquired.

Motion: Approval to table until the next Board Meeting

Moved: Gail McGuill

Second: Arthur Newell

Vote: Unanimous

UTAH COLLEGE OF APPLIED TECHNOLOGY – OCTOBER 2009, ANNUAL REPORT

Mark Middlebrook reviewed the Utah College of Applied Technology October 2009, Annual report.

MATC AUDIT COMMITTEE MEMBERSHIP

A recent change in Board of Directors membership has created vacancies in the Board of Director's Audit Committee. The committee should consist of at least three and no more than five members. It is necessary to add at least one new member to the committee. Tim Osborn and Arthur Newell are currently serving on the committee. Arthur Newell nominated Russ Fotheringham as an Audit Committee member and Russ accepted the nomination. Arthur Newell suggested reviewing the information at the next Board meeting when Craig Carlile is available to see if he would be willing to serve on the committee.

Motion: Approval and Appointment of Audit Committee Members –
Tim Osborn, Arthur Newell and Russ Fotheringham

Moved: Arthur Newell

Second: Jim Evan

Vote: Unanimous

UPDATED ON THE MATC NORTH UTAH COUNTY CAMPUS BUILDING

Vice President Michaelis gave an update on the North Utah County Campus building. He commended Layton Construction for the quality work they are doing. The timeline has been moved forward and Layton Construction is pushing to have the building completed by November of 2010. Vice President Michaelis explained that because the final bid came in lower than expected the CDL Program will receive a four bay building with a classroom and restroom.

OCTOBER 2009 CHECK REGISTER

Information regarding MATC's October, accounts payable disbursements and upcoming November payments were provided in electronic format for Directors' review. Vice President Michaelis was available to address questions at the Board meeting.

Motion: Approval of October Check Register and November Disbursements

Moved: Randall Boothe

Second: Brent Gordon

Vote: Unanimous

INFORMATION ITEMS

Chair Marsh reviewed the information items as follows: The MATC Board of Directors meeting will be held December 16; the Christmas Dinner begins at 5:30 p.m. spouse/partner invited!

The Recognition Ceremony will be held January 7, instead of January 28, at 6:00 p.m., location is Mountain View High School.

The Evening of Fine Dining will be held December 4; Chair Marsh encouraged the group to attend.

NEXT MEETING DATE

The next meeting will be held Wednesday, December 16, 2009, at the MATC Orem Campus – room 115.

ADJOURN

The meeting adjourned at 5:40 p.m.

Motion: **To Adjourn**

Moved: Russ Fotheringham
Second: Brent Gordon
Vote: Unanimous