MINUTES

1. The meeting was convened at 12:45 p.m. in Suite G of the Lifelong Learning Center, by Clarence Schmitt, Chairperson of the Facilities Committee.

2. Neal Suntken presented information regarding College Welcome Center building project including the site plan, building floor plan and elevations. Discussion included the cost projection which was changed due to additional square footage and the upgraded level of finishes.

   Steve Schram advised that the project will be funded through a revenue bond issued by the Northeast Community College Facilities Corporation. The Facilities Corporation was approved by the Board in 2006 to provide a funding mechanism for the College Welcome Center as well as other future projects. The College will use the student facility fees to make semi-annual payments to the Facilities Corporation so the revenue bonds can be retired. Based upon the projected credit hours for 2007-08, it would be required to increase the per credit hour facilities fee by $2.00 to $4.00.

   Follow discussion, a consensus was reached by the Facilities Committee to recommend to the Board of Governors to authorize the preparation of final plans and specification and the development of the necessary bid documents for the College Welcome Center project with the bids for the project to be received no later than the April 2008 board meeting.

3. In other business, Steve Schram advised that a joint selection team, comprised of WSC and NECC staff and board members, will meet on December 18 to interview three architectural firms. They hope to have a recommendation to both the NECC and WSC boards for consideration in January.

4. The meeting was adjourned at 1:19 p.m.