TRUMAN STATE UNIVERSITY
Kirksville 63501

OFFICIAL MINUTES
OF THE
BOARD OF GOVERNORS

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The Board of Governors for Truman State University conducted a conference call meeting on Wednesday, August 17, 2011. The conference call meeting was held in the conference room of the President’s Office located in McClain Hall 200 on the University campus in Kirksville, Missouri. The open session of the meeting was called to order shortly after 4:30 p.m. by the Chair of the Board of Governors, John W. Siscel, III.

Participating in the meeting were six voting members: Cheryl J. Cozette, Karen Haber, Matthew W. Potter, Kenneth L. Read, John W. Siscel, III, and Mark S. Wasinger. The position vacated by Mike Greenwell will remain vacant until a new voting member is appointed.

Also participating in the meeting were two of the three non-voting members. Luke Freeland, the student representative, and Michael A Zito, an out-of-state member. Dr. Siscel noted that John Hilton, the other out-of-state member, was absent from the meeting due to another commitment. The absence of Mr. Hilton was recorded as excused.

Call to Order
Dr. Siscel, as Chair of the Board of Governors, called the meeting to order.

Architectural Services—Roofing and Repair Projects
Mr. Wasinger moved the adoption of the following resolution:

BE IT RESOLVED that the proposal from William B. Ittner, Inc. to provide architectural services for the Roofing Projects, with the fees and work for such services to be within the guidelines of the proposal, be approved; and

BE IT FURTHER RESOLVED that the President of the University, or his designee, be authorized to execute a contract with the firm for the project; and

BE IT FURTHER RESOLVED that a copy of the proposal be attached to and made a part of the minutes for this meeting.

The motion was seconded by Mr. Potter and carried by a vote of 4 to 2, with Dr. Cozette, Mrs. Haber, Mr. Potter and Mr. Wasinger voting aye and Mr. Read and Dr. Siscel voting nay. Dr. Siscel then declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit A.

Motion to Adjourn
There being no further business, Mr. Potter moved that the meeting be adjourned. The motion was seconded by Mrs. Haber and carried by a unanimous vote of 6 to 0. Dr. Siscel then declared the motion to be duly adopted, and the meeting adjourned shortly after 4:50 p.m.

Karen Haber
Secretary of the Board of Governors
I hereby certify that the foregoing minutes were approved by the Board of Governors on the 7th day of October, 2011.

John W. Sisce, III
Chair of the Board of Governors
Summary of Proposed Contractual Services
William B. Ittner, Inc.

Phase 1
Ittner will perform the condition assessment and develop recommendations by examining the structures including roofs, windows, masonry, caulking, etc. Based on this work to identify structural failures, a detailed report will be produced which organizes findings into three categories:

1. unsafe conditions;
2. requires repair or stabilization; and
3. deferred maintenance which should be addressed.

The final two categories will be ranked based on urgency within each type. Compensation for these services will be $7,100 plus reimbursables.

Phase 2
Design and Bidding Services
Compensation for these services will be a lump sum fee determined after the final scope of work is defined. This fee is calculated based on 6% of the cost of work designed.

Phase 3
Construction Services
This phase involves construction administration with contractors, site visits, review of contractor billings and development of the final punch list. The fee is calculated on the construction contract at 1%.

Reimbursable expenses for advertising, printing and mileage are based on actual costs.

Board of Governors
August 17, 2011