



MARINETTE COUNTY ASSOCIATION FOR BUSINESS & INDUSTRY, INC.

WISCONSIN MARITIME CENTER OF EXCELLENCE

OVERSIGHT COMMITTEE MEETING

FRIDAY, 02 MARCH 2018, 1:00 PM

WMCOE, 1320 MAIN STREET, MARINETTE, WI

MINUTES

1. The meeting was called to order by Chair Dan Peterson at 1:05 p.m. Present were members Dan Peterson, Mike Mead, Tim Phillips, Mike Kunesh, Dale Lange, MCABI Executive Director Ann Hartnell and WMCOE Coordinator Mary Patrick. There was a quorum present.
2.
 - a. Motion (Lange/Mead) to approve the agenda. Carried with voice vote.
 - b. Motion (Phillips/Lange) to approve the minutes from 01-29-2018 Oversight Committee Meeting. Carried with voice vote.
3. WI Maritime Center of Excellence Project
 - a. Motion (Mead/Lange) to approve Draw #16 in the amount of \$60,701.17. Carried with voice vote.
4. Incubator
 - a. Motion (Kunesh/Mead) to approve January 2018 financial reports. Carried with voice vote.
 - b. Motion (Lange/Mead) to approve Facility Walk-Through Report as presented by Tim Phillips. Carried with voice vote.
 - c. Motion (Lange/Mead) to approve West Ventures LLC as a virtual tenant in the WMCOE at the rate of \$95 per month. Carried with voice vote.
 - d. Motion (Mead/Phillips) to approve a 6 month consulting agreement with Fletcher Consulting for social media marketing of the WMCOE in the amount of \$1,588.00. Consulting agreement is subject to review, with possible language changes, by WMCOE attorney Steve Wolfe. Carried by voice vote.
 - e. Motion (Kunesh/Mead) to approve Martin Systems proposal in the amount of \$3,980.40 (plus shipping and tax) for a security system for the WMCOE, to include front entrance access control and two surveillance cameras. Carried with voice vote.
5. No action taken on Facility Coordinator's Report.
6. Comments – None.
7. Future agenda items – None.
8. Next meeting of the Oversight Committee is scheduled for April 26th, 4:30 p.m. at Crivitz High School board room.
9. Motion (Mead/Lange) to adjourn the meeting at 2:15 p.m. Carried with voice vote.

Respectfully submitted:
Mary Patrick, Coordinator, WMCOE