A meeting of the Executive Committee of the Board of Trustees of the University of Vermont and State Agricultural College was held on Monday, December 8, 2014 at 1:00 p.m., in 427A Waterman Building.

MEMBERS PRESENT: Chair Debbie McAneny*, Vice Chair David Daigle*, Secretary Joan Lenes*, Thomas Sullivan and Mark Young*

MEMBERS ABSENT: Bill Botzow and Frank Cioffi

OTHER TRUSTEES PRESENT: Robert Brennan

REPRESENTATIVES PRESENT: Staff Council Representative Renee Berteau, Student Government Association Representative Aya AL-Namee, Faculty Representative Julie Roberts, and Foundation Representative Chief Executive Officer (CEO) & President of the UVM Foundation Richard Bundy

REPRESENTATIVES ABSENT: Graduate Student Senate Representative Lane Manning

PERSONS ALSO PARTICIPATING: Provost & Senior Vice President David Rosowsky; Vice President for Legal Affairs and General Counsel Francine Bazluke; Vice President for Finance and Treasurer Richard Cate; and Special Assistant to the President & Director of State Relations Clarence Davis

*via conference call.

Chair Debbie McAneny called the meeting to order at 1:05 p.m. and acknowledged that the agenda has been revised and extended to allow for an executive session discussion regarding a contract and that action is anticipated following.

**Opening Remarks**

Chair McAneny and President Sullivan spoke regarding the success of the Alumni Association Holiday Parties held in Boston, Massachusetts; New York, New York; San Francisco, California; and Washington D.C. An additional party will be hosted this evening in Shelburne, Vermont.

**Approval of Minutes**

Chair McAneny entertained a motion to approve the minutes from the November 17, 2014 meeting. The motion was made, seconded and it was voted to approve the minutes as presented.
Action Items

Chair McAneny invited Vice President Cate to introduce the two contract extensions for approval and advised Trustees that an opportunity for discussion will be offered, after which the resolutions will be voted on as a consent agenda by a roll-call vote. She further advised that anyone wishing to vote on a resolution separately may request to do so. Vice Chair David Daigle advised he had a conflict of interest with the second resolution and requested it be voted on separately.

Vice President Cate reported the first resolution was regarding a contract extension with SymQuest Group, Inc., a local vendor for all copier services on campus. The proposed extension is for four months, at a cost of $225,000, to allow time to complete a new Request for Proposal (RFP) process. The extension is being brought before the Committee because it will bring the total existing contract cost to $1.9 million. Vice President Cate stated that the cost of services during the extension period will be at the current pricing.

Vice President Cate next introduced the second resolution seeking approval for a five-month extension for general laboratory supplies with Thermo Fisher Scientific, Krackeler Scientific, and VWR International. The proposed extension is to allow adequate time to complete a new RFP process beginning in 2015. The contract extension will cost $1.1 million, bringing the total contract cost to $14 million.

The following resolutions were presented for approval:

Resolution Approving Contract Extension with SymQuest Group, Inc.
BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to execute a contract extension for the University’s copier services with SymQuest Group, Inc., from January 1, 2015, through April 30, 2015, for an estimated amount not to exceed $225,000.

A motion was made, seconded and the following roll-call vote was taken: Debbie McAneny – Yes, David Daigle – Yes, Joan Lenes – Yes, Tom Sullivan – Yes, and Mark Young – Yes. The resolution was passed as presented.

Resolution Approving Contract Extension for General Laboratory Supplies

BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to execute contract extensions for the University’s general laboratory supplies and equipment with Thermo Fisher Scientific, Krackeler Scientific, and VWR International from January 1, 2015, through May 31, 2015, for an estimated amount not to exceed $1,100,000.

A motion was made, seconded and the following roll-call vote was taken: Debbie McAneny – Yes, Joan Lenes – Yes, Tom Sullivan – Yes, and Mark Young – Yes, David Daigle abstained due to a self-disclosed conflict of interest. The resolution was passed as presented.
At 1:14 p.m., Chair McAneny entertained a motion to enter into executive session to discuss a contract of which premature general public knowledge would clearly place the University at a substantial disadvantage. She noted that action was anticipated following. Everyone was excused from the meeting with the exception of Provost Rosowsky; Vice Presidents Cate and Bazluke; CEO & President of the UVM Foundation Richard Bundy; and Special Assistant to the President and Director of State Relations Clarence Davis.

At 1:28 p.m., the meeting was re-opened to the public.

The following resolution was presented for approval:

**Resolution Authorizing 61 Summit Street Lease**

RESOLVED, that the Committee hereby authorizes the Vice President for Finance and Treasurer to enter into and execute a lease (“Lease”) regarding the land and building located at 61 Summit Street, in Burlington, also known as “Delta Psi Building” and Alumni House, with The University of Vermont Foundation, Inc., for a term not to exceed fifteen (15) years; provided, that the Lease shall be subject to a License Agreement dated December 7, 2007, between the University and the Delta Psi Fraternity.

A motion was made, seconded and the following roll-call vote was taken to approve the resolution: Debbie McAneny – Yes, David Daigle – Yes, Joan Lenes – Yes, Tom Sullivan – Yes, and Mark Young – Yes. The resolution was passed as presented.

**Adjournment**

There being no further business, the meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Joan Lenes, Secretary