

# UTAH SYSTEM OF TECHNICAL COLLEGES

Board of Trustees

Executive Committee – Special Meeting

Date: August 21, 2017

Time: 7:30 am to 8:00 am

Location: Utah System of Technical Colleges

2801 Ashton Blvd., Lehi, UT 84043

(Anchor location for telephone conference access)

## MINUTES

### Executive Committee -Present

Jim Evans, -Chair\*  
Dale Cox, Audit Committee Chair\*  
Steve Moore, Vice Chair\*  
Brad Tanner, At-Large Trustee Representative\*

### USTC Administration

Dave Woolstenhulme, Commissioner  
Jared Haines, Associate Commissioner  
Doug Richards, Legal Counsel  
Tyler Brinkerhoff, Assistant Commissioner\*  
Zachary Barrus, Assistant Commissioner\*  
Eva Doolin, Executive Assistant

### Excused:

Michael Jensen -College Trustee Representative

### Others Present:

Steven Wade, Trustee -Dixie Technical College\*

\*Attended via telephone conference

## MINUTES OF MEETING

UTAH SYSTEM OF TECHNICAL COLLEGES  
Board of Trustees, Executive Committee  
Special Meeting  
August 21, 2017

### I. Introduction

A. Call to order

Meeting was called to order at 7:27 a.m.

### II. Action Item:

**B. Approval of the Utah System of Technical Colleges, Commissioner's Office lease agreement at 310 South Main, Salt Lake City, Utah, 84101. Lease increased from \$19.50 to \$20.50 RSF and additional square footage. -Commissioner Woolstenhulme**

Commissioner Woolstenhulme briefed the Executive Committee on provisions on the proposed lease agreement that were modified since the Board of Trustees on May 18, 2017. The modified lease will add more space and adjust the rate. Executive Committee approval is needed to move forward with the agreement and proceed with timely design and build-out of the space.

**Motion to approve the modified lease as presented:** Jim Evans, Second, Steve Moore

Voting: Unanimous

### III. Adjourn

Motion to adjourn: Jim Evans

Voting: unanimous

Meeting Adjourned at 8:02am