



*Board of Trustees*  
*Oregon Institute of Technology*  
3201 Campus Drive  
Klamath Falls, Oregon 97601  
PHONE: (541) 885-1107  
<http://www.oit.edu/trustees>

January 25, 2016

## **PUBLIC MEETING NOTICE**

The Finance and Facilities Committee of the Oregon Institute of Technology Board of Trustees will hold a special meeting via teleconference on February 2, 2016 at noon. Agenda items include approval of Minutes from the October 8, 2015 meeting, requests for a recommendation to the full board to adopt an operating budget fund balance policy, and to approve the capital budget of \$2,019,277 to continue the design and construction of the soccer field project. Discussions and updates will cover the first period management report, facilities master plan, emergency funding request, financial advisor request for proposal, financial statement auditor request for proposal, and the internal audit.

The meeting is open to the public. A teleconference line will be available at both campuses to allow the general public access to the meeting. The meeting will also be live-streamed and recorded.

The meeting will occur via teleconference: Tuesday, February 2, 2016  
Noon – 2:00pm

Public teleconference sites are: Oregon Tech  
Sunset Room, College Union  
3201 Campus Drive  
Klamath Falls, Oregon

Oregon Tech  
Room 402  
27500 SW Parkway Avenue  
Wilsonville, Oregon

If special accommodations are required, please contact 541-885-1107 at least 72 hours in advance of the meeting.

Meeting materials, included live stream information, for this and other meetings will be posted at <http://www.oit.edu/trustees/meetings-events>.

Respectfully,

A handwritten signature in blue ink, appearing to read "Sandra Fox".

Sandra Fox  
Board Secretary