

Lansing, Michigan

May 15, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, May 15, 2001, at 11:00 a.m.

Present: Cathy Wilson, Deputy Director of State Government Affairs,  
representing John Engler, Governor, Chairperson  
David Hildenbrand, Deputy Chief of Staff, representing Dick  
Posthumus, Lt. Governor  
Theodore Hughes, Assistant Attorney General for Law, representing  
Jennifer M. Granholm, Attorney General  
Julie Croll, Deputy State Treasurer, representing Douglas B. Roberts,  
State Treasurer  
A. Edwin Dore, Deputy Secretary of State, representing Candice  
Miller, Secretary of State  
Carol Wolenberg, Deputy Superintendent, representing Thomas D.  
Watkins, Superintendent of Public Instruction

Arlene Oisten, Secretary

Absent: None

Others Present:

Wes Van Malsen, Department of Career Development; Sherry Bond,  
James Burris, Kathy Jones, of the Department of Management and  
Budget; Randy Knapp, of the Department of Transportation; Karl  
Trautman of the Senate Democratic Staff

1. CALL TO ORDER:

The meeting was called to order by Ms. Wilson. Reverend Melvin Jones of Union Missionary Baptist Church in Lansing gave the invocation. Ms. Wilson led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Ms. Wolenberg moved that the minutes of the State Administrative Board for the regular meeting of May 1, 2001 be approved as distributed. Mr. Hughes supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

Correspondence from Alan H. Van Noord, Department of Treasury, with the attached summary and detail investment holding reports for the Veterans' Benefit Trust Fund for the quarter ending March 31, 2001, and a report of investment transactions for the quarter ending March 31, 2001, in accordance with a resolution adopted by the State Administrative Board.

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Retention and Disposal Schedules:

Department of Community Health, Chronic Disease and Injury Control,  
Violence Prevention Section, 1/28/01 (Corrected Version)

Department of Corrections, Management Information Services Section,  
3/21/01

Department of Management and Budget, print and Graphic Services, 4/17/01

Department of Treasury, Financial Services Bureau, Finance and Accounting  
Division, 4/6/01

Mr. Hughes moved that the Certified Retention and Disposal Schedules and the Retention and Disposal Schedules be approved by the Board. Mr. Dore supported the motion and it was unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

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Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held May 8, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of May 8, 2001 be approved and adopted, noting that item 1 (1) was withdrawn. The motion was supported by Ms. Wolenberg and unanimously approved.

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Ms. Croll presented the Building Committee Report covering the regular meeting held May 9, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of May 9, 2001 be approved and adopted. The motion was supported by Mr. Dore and unanimously approved.

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Mr. Dore presented the Transportation and Natural Resources Committee Reports for the regular meeting of May 9, 2001 and the special meeting of May 15, 2001. After review of the forgoing Transportation and Natural Resources Committee Reports, Mr. Dore moved that the Transportation and Natural Resources Committee Reports covering the regular meeting held May 9, 2001 and the special meeting held May 15, 2001 be approved and adopted. The motion was supported by Mr. Hildenbrand and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Hughes moved the meeting be adjourned. The motion was supported by Mr. Dore and unanimously approved. Ms. Wilson adjourned the meeting.

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SECRETARY

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CHAIRPERSON