

**MID-STATE TECHNICAL COLLEGE**

**OFFICIAL PROCEEDINGS**

Wisconsin Rapids

July 10, 2017

**I. ROLL CALL**

Board Chairperson Betty Bruski Mallek called the meeting to order at 4:13 p.m.

Roll call was as follows:

PRESENT: Robert Beaver, Betty Bruski Mallek, Kristin Crass, Dr. William Greb, Justin Hoerter, Lynneia Miller, Peggy Ose, and Dr. Shelly Mondeik

EXCUSED: Richard Merdan and Charles Spargo

OTHERS: Greg Bruckbauer, Mike Grambow, Dr. Sandy Kiddoo, Dr. Mandy Lang, Richard O’Sullivan, Matt Schneider, Kolina Stieber and Angie Susa.

**II. MEETING NOTICE CERTIFICATION AND CLOSED SESSION**

Ms. Bruski Mallek verified the meeting notice, which stated that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

Ms. Bruski Mallek announced the Board would convene to closed session immediately following the open session to conduct the President’s performance conversation and goal setting. This closed session is being held in compliance with Chapter 19, Subchapter 19.85(c) of the Wisconsin Statutes. The Board may or may not reconvene to open session and may take action on items discussed in closed session.

Motion by Ms. Ose, seconded by Ms. Miller, upon a roll call vote, unanimously approved the closed session as announced by Ms. Bruski Mallek.

**III. OPEN FORUM**

Ms. Bruski Mallek opened the meeting for comments from the audience. No one wished to address the Board.

**IV. APPROVAL OF MINUTES**

Motion by Mr. Beaver, seconded by Mr. Hoerter, upon a voice vote, unanimously approved the minutes from the board meeting held June 19, 2017 as presented.

**V. CONSENT AGENDA**

Motion by Ms. Miller, seconded by Ms. Ose, upon a roll call vote, unanimously approved the following consent agenda items:

OFFICIAL PROCEEDINGS

July 10, 2017

Page 2

1. The district's bills for the month of June 2017 were presented in Exhibit B. These bills totaled \$1,487,617.90 of which \$948,233.89 represents operational expenditures and \$539,384.01 represents capital expenditures.

The district's payroll for the month of June totaled \$1,301,987.54 plus \$22,421.25 for travel and miscellaneous reimbursements and \$567,942.05 in fringe benefits. The district's bills and payroll totaled \$3,379,968.74.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted With</u>	<u>Amount</u>
146344	Adams-Friendship School District	\$ 9,211.42
146345	Granton Area School District	\$ 392.74
146346	Pittsville School District	\$ 14,036.00
146347	Port Edwards School District	\$ 521.40
146348	School District of Auburndale	\$ 19,575.82
146349	School District of Marshfield	\$ 100,813.18
146350	School District of Nekoosa	\$ 30,811.85
146351	School District of Tomorrow River	\$ 27,034.56
146352	Stevens Point Area School District	\$ 88,640.39
146353	Tri-County Area School District	\$ 10,620.75
146354	Wisconsin Rapids Public Schools	\$ 108,644.00
146366	Assumption Catholic Schools	\$ 2,301.92
146384	Marshfield Unified School District	\$ 3,500.00
146385	University of WI – Stevens Point	\$ 550.00
146386	Portage County Sherriff – Jail Division	\$ 1,200.00
146387	Village of Port Edwards	\$ 520.00

3. Approved the following 2017 procurement for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
No procurements require Board approval this month.		

**VI. CHAIRPERSON'S REPORT**

1. Ms. Bruski Mallek welcomed Board members to the meeting and announced Mr. Merdan and Mr. Spargo asked to be excused.

2. Ms. Bruski Mallek announced the Summer Boards Association Meeting will be held July 13-15 at Gateway Technical College. Mr. Beaver, Ms. Bruski Mallek, Ms. Ose, Ms. Miller and Dr. Mondeik plan to attend.

3. Ms. Bruski Mallek announced an electronic survey was distributed to the Board in an effort to secure a date for the Fall Board Advance. Please review dates and respond with availability.

4. The next Mid-State Board of Directors meeting will be held on Monday, August 21 at the Wisconsin Rapids Campus. Committee meetings will be held at 4:15 p.m., Committee-of-the-Whole will begin at 5:00 and the regular meeting will begin at 5:20 p.m., unless otherwise announced.

## **VII. FOUNDATION BOARD LIAISON REPORT**

1. Ms. Bruski Mallek announced continuing student scholarship applications will be sent to reviewers this week. New student scholarship applications are due July 20, 2017. The Academic Works Scholarship Management System is being implemented and training will begin soon.

2. Ms. Bruski Mallek reported the 2017 Foundation Golf Outing was held June 12 at Bull's Eye Country Club in Wisconsin Rapids. Approximately \$10,000 was raised for scholarships and grants through this event.

3. Ms. Bruski Mallek announced the Foundation's Trap Event will be held September 8, 2017 at the Wisconsin Trapshooting Association grounds in Nekoosa. Funds raised will be utilized for the DASH matching grant this school year.

4. Ms. Bruski Mallek reported the Foundation Board is working to finalize a Memorandum of Understanding with the College.

5. Ms. Bruski Mallek announced the Foundation Administrative Assistant position has been posted as a part-time position and interviews will occur soon.

## **VIII. PRESIDENT'S REPORT**

1. Dr. Mondeik welcomed new Mid-State Board member Dr. William Greb. Dr. Greb is the Auburndale Schools District Administrator and serves as the School District Administrator member on the Board.

2. Dr. Mondeik highlighted recent happenings at and around the college. Mid-State had two students participate in the national Skills USA event in Kentucky; additional information will be shared next month. Mid-State hosted STEM Scouts Lab and College Camp this summer to give area K-12 students a chance for hands-on activities at our Wisconsin Rapids Campus. Mid-State participated in and sponsored Kiwanis Youth Outdoors Day in Wisconsin Rapids and our welding program and Metal Garden Sculpting class was featured in a segment on News Channel 7.

3. Dr. Mondeik announced that Protection Services and Mid-State Night at the Wisconsin Rapids Rafters game will occur tomorrow evening. Over 250 students, staff and family members will be participating. Fire Protection Technician Instructor Brandon Hageman will throw out the first pitch!

4. Dr. Mondeik briefly highlighted her recent WTCS Orientation with System President Dr. Morna Foy and other WTCS staff and Boards Association Orientation with Boards Association Executive Director Layla Merrifield.

5. Dr. Mondeik reported the Presidents Association will be meeting later this week along with the WTCS Board of Directors. She will participate in both meetings.

6. Dr. Mondeik recognized Betty Bruski Mallek for her two years serving as Mid-State Board Chairperson.

**IX. FINANCE & AUDIT COMMITTEE**

1. Finance & Audit Committee Chairperson Betty Bruski Mallek reported the committee reviewed its Consent Agenda items and had no questions.
2. Ms. Bruski Mallek reviewed the Treasurer's Report. There were no questions or concerns.
3. Ms. Bruski Mallek reported a schedule of events for financing the FY18 capital budget was presented in June. Administration requests authority to issue \$3,850,000 in general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds and equipment in 2017-18. During the August meeting, the Board will be asked to approve the official sale of these notes. Proceeds will be distributed shortly after the August sale.

Motion by Mr. Beaver, seconded by Ms. Crass, upon a roll call vote, unanimously approved the following Resolution Authorizing The Issuance Of Not To Exceed \$3,850,000 General Obligation Promissory Notes; And Setting The Sale:

WHEREAS, the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") is presently in need of \$1,270,915 for the public purpose of paying the cost of building remodeling and improvement projects and \$2,579,085 for the public purpose of paying the cost of acquiring movable equipment; and there are insufficient funds on hand to pay said cost;

WHEREAS, the District hereby finds and determines that the projects are within the District's power to undertake and serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$1,270,915 for the public purpose of paying the cost of building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$2,579,085 for the public purpose of paying the cost of acquiring movable equipment; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed THREE MILLION EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$3,850,000) from Robert W. Baird & Co. Incorporated (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the

OFFICIAL PROCEEDINGS

July 10, 2017

Page 5

name of the District, general obligation promissory notes aggregating the principal amount of not to exceed THREE MILLION EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$3,850,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Marshfield News-Herald, the official newspaper of the District. The notices to electors shall be in substantially the form attached hereto as Exhibits A and B and incorporated herein by this reference (collectively, the "Notice").

Section 3. Sale of the Notes. The sale of the Notes shall be negotiated with the Purchaser. At a subsequent meeting, the District Board shall act on the purchase proposal received from the Purchaser and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by the Purchaser. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notice provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded July 10, 2017.

Chairperson

Attest:

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Secretary

4. The following items were presented for informational purposes only:
  - a. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES – No topics were discussed.

**X. ACADEMIC & HUMAN RESOURCES COMMITTEE**

1. Academic & Human Resources Committee Chairperson Justin Hoerter reported the committee had no consent agenda items this month.

2. The following items were presented for informational purposes only:
  - a. MID-STATE ARTICULATION AGREEMENTS – Mr. Hoerter reported the college has 94 partnerships with 4-year institutions and 11 new agreements in 2016-17. Mid-State has agreements with 12 of the 13 University of Wisconsin 4-year partners. Unique articulation agreements developed over the last year were highlighted.
  - b. JOB CENTER PARTNERSHIP – Mr. Hoerter reported the college partners with the Job Center in Wisconsin Rapids to provide services to the community. Mr. Hoerter provided a highlight of the partnership. Currently, one faculty member is at the Job Center for 16 hours per week to assist community members.

#### **XI. FACILITIES & EXTERNAL RELATIONS COMMITTEE**

1. Facilities & External Relations Committee Chairperson Robert Beaver reported that the committee had no Consent Agenda items.

2. Mr. Beaver reported the committee reviewed and discussed the Lakeland College Relocation Project. Movement of Lakeland College on the Wisconsin Rapids Campus is based on the college's Strategic Plan and Educational Master Plan. Space and staff movements were highlighted and project budget and timeline were reviewed.

Motion by Mr. Beaver, seconded by Ms. Miller, upon a roll call vote, unanimously approved the following Resolution for the Lakeland University and Resource, Workforce and Economic Development (LUWED) Project at the Wisconsin Rapids Campus:

WHEREAS, the current location of Lakeland University exists where we intend to relocate one of our academic programs; and

WHEREAS, our resource, workforce and economic development department does not have its own area in which to work and collaborate,

BE IT RESOLVED that the Mid-State Technical College Board will use \$804,265 of capital financing from FY18 debt proceeds intended for facility remodel construction on the Wisconsin Rapids Campus; and

BE IT FURTHER RESOLVED that the Mid-State FY18 capital budget has been updated to reflect this capital project.

NOW, THEREFORE, BE IT RESOLVED that the Mid-State Technical College Board approves the construction of an approximately 6,464 square foot remodel project to relocate our tenant, Lakeland University and to centralize the workforce development functions located on the Wisconsin Rapids Campus and requests Wisconsin Technical College System Board approval during their September 2017 meeting.

3. The following items were presented for informational purposes only:
  - a. No informational items were presented.

## **XII. COMMITTEE-OF-THE-WHOLE**

1. WTCS PRESIDENTS ASSOCIATION STRATEGIC AREAS OF FOCUS – Dr. Mondeik provided an overview of the WTCS Presidents Association 2017-18 Strategic Areas of Focus including working with incarcerated individuals, dual credits and Higher Learning Commission Taskforce, Department of Workforce Development Fast Forward and bringing out of state, and international students into the system.

2. BOARD LEADERSHIP AND COMMITTEE ASSIGNMENT DISCUSSION – Ms. Bruski Mallek led a discussion around the Mid-State Board officer positions and committee assignments as well as the Wisconsin Technical College District Boards Association officer and committee assignments.

## **XIII. DISCUSSION AND ACTION ITEM**

1. ELECTION OF OFFICERS – Ms. Bruski Mallek announced that State Statutes require all Wisconsin technical colleges to meet on the second Monday of July for an annual organizational meeting. During this meeting, newly appointed Board members are to be officially seated and officers for the forthcoming year are to be elected. Ms. Bruski Mallek began the process of electing a Chairperson, Vice Chairperson, Secretary and Treasurer for the 2017-18 year.

Ms. Bruski Mallek called for nominations for Chairperson. Mr. Beaver nominated Justin Hoerter for Chairperson. Ms. Bruski Mallek called three times for other nominations. Hearing none, Mr. Beaver moved that nominations be closed and a unanimous ballot be cast for Justin Hoerter; seconded by Ms. Miller.

Ms. Bruski Mallek called for nominations for Vice Chairperson. Ms. Ose nominated Robert Beaver for Vice Chairperson. Ms. Bruski Mallek called three times for other nominations. Hearing none, Ms. Bruski Mallek moved that nominations be closed and a unanimous ballot be cast for Robert Beaver; seconded by Ms. Ose.

Ms. Bruski Mallek called for nominations for Secretary. Mr. Beaver nominated Peggy Ose for Secretary. Ms. Bruski Mallek called three times for other nominations. Hearing none, Dr. Greb moved that nominations be closed and a unanimous ballot be cast for Peggy Ose; seconded by Mr. Hoerter.

Ms. Bruski Mallek called for nominations for Treasurer. Ms. Miller nominated Charles Spargo for Treasurer. Ms. Bruski Mallek called three times for other nominations. Hearing none, Mr. Hoerter moved that nominations be closed and a unanimous ballot be cast for Charles Spargo; seconded by Ms. Crass.

The 2017-18 Mid-State Technical College District Board officers will be: Chairperson – Justin Hoerter; Vice Chairperson – Robert Beaver; Secretary – Peggy Ose; and Treasurer – Charles Spargo.

2. BOARD COMMITTEE ASSIGNMENTS – Ms. Bruski Mallek stated that as part of the Board's discussion during the organizational meeting, Board members agreed to the following committee assignments: Finance & Audit – Charles Spargo (Chairperson), Betty Bruski Mallek and Kristin Crass; Academic & Human Resources – Lynneia Miller (Chairperson), Justin Hoerter and Peggy Ose; and Facilities & External Relations – Robert Beaver (Chairperson), William Greb and Richard Merdan.

OFFICIAL PROCEEDINGS

July 10, 2017

Page 8

3. WTC DISTRICT BOARDS ASSOCIATION COMMITTEE ASSIGNMENTS – Ms. Bruski Mallek stated that WTC District Boards Association Executive Direction Layla Merrifield asked for assistance in selection of 2017-18 Boards Association committee members. Ms. Bruski Mallek will serve the Boards Association as Secretary/Treasurer and Board members selected committees of interest to them.

**XIV. ADJOURNMENT**

The next meeting of the Mid-State Technical College Board will be on Monday, August 21, 2017 at the Wisconsin Rapids Campus. Committees will meet at 4:15 p.m., unless otherwise announced, Committee-of-the-Whole will meet at 5:00 p.m. and the regular meeting will begin at 5:20 p.m..

There being no further business, the Board convened to closed session at 4:45 p.m.

Following the closed session, the Board reconvened to open session to make the following remarks: The Board is pleased with Dr. Mondeiks efforts since beginning June 1, 2017 as she has made positive strides toward goal areas of building campus community, increasing community relations and developing regional/state partnerships. The Board looks forward to the coming year and working with Dr. Mondeik to advance Mid-State Technical College.

There being no further business, the Board meeting adjourned at 5:30 p.m. with a motion by Mr. Beaver, seconded by Ms. Crass, upon a voice vote.

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Peggy Ose, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary