

**MID-STATE TECHNICAL COLLEGE**  
**DISTRICT BOARD MEETING MINUTES**

Wisconsin Rapids Campus

January 20, 2020

**A. CALL TO ORDER** – Robert Beaver

The meeting was called to order at 5:22 p.m.

**B. ROLL CALL**

PRESENT: Robert Beaver, Betty Bruski Mallek, Justin Hoerter, Richard Merdan, Lynneia Miller, Gordon Schalow, Charles Spargo, and Dr. Shelly Mondeik

EXCUSED: Kristin Crass and Craig Gerlach

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, Robb Fish, Trea Kimball, Dr. Christina Lorge, Steve Lowery, Ben Nusz, Jeff Palms, Brad Russell, Dr. Chris Severson, Matt Schneider, Jill Steckbauer, Kolina Stieber, Dr. Deb Stencil, Angie Susa, Patrice Taschner, LeaAnn Turner, and Bill Wanta

**C. OPEN MEETING CERTIFICATION** – Robert Beaver

The meeting notice was verified; stating 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.

**D. OPEN FORUM** – Robert Beaver

The meeting was opened for comments from the audience. No one wished to address the Board.

**E. APPROVAL OF MINUTES**

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a voice vote, unanimously approved minutes from the board meeting held December 16, 2019 as presented.

**F. APPROVAL OF MINUTES**

Motion by Mr. Merdan, seconded by Mr. Spargo, upon a voice vote, unanimously approved minutes from the board advance held November 21, 2019 as presented.

**G. CONSENT AGENDA**

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of December 2019 were presented in Exhibit B. These bills totaled \$1,469,149.38 of which \$695,812.64 represents operational expenditures and \$773,336.74 represents capital expenditures. The district's payroll for the month of December totaled \$1,380,597.03 plus \$28,656.80 for travel and miscellaneous reimbursements and \$632,941.91 in fringe benefits. The district's bills and payroll totaled \$3,511,345.12.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146556	Customer Service & Harassment Overview	\$ 525.00
146557	Heartsaver CPR/AED Adult Only	\$ 3,550.00
146558	Soft Skills Training	\$ 11,800.00
146559	Supervision	\$ 4,603.83
146560	New Customer Scorecard Review	\$ 2,800.00
146561	Codeology	\$ 3,601.84
146562	Fire Alarm Systems	\$ 3,600.00
146563	Electrical Blueprint Reading	\$ 1,500.77

3. Approved the following procurement(s) for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
There are no procurements requiring board action this month.		

4. Approved the following Resignations of Contracted Employees:

- Leslie Westberg (effective December 19, 2019)
- Jamey Wasrud (effective December 20, 2019)

**H. CHAIRPERSON’S REPORT** – Robert Beaver

1. Board members were welcomed to the meeting. Ms. Crass and Mr. Gerlach asked to be excused.
2. A statement honoring and recognizing Dr. Martin Luther King Jr. Day was read.
3. Winter Boards Association meeting was held January 16-18 in La Crosse. Those attending commented on sessions and professional development opportunities. Board Member of the Year presentation will be made at the summer association meeting.
4. ACCT Legislative Summit will be held February 9-12 in Washington, D.C. Ms. Bruski Mallek, Mr. Merdan, Mr. Spargo, Dr. Brzezinski and Dr. Damrow will represent the college.
5. Spring Board Advance date search has begun. Please respond to email request for availability. The first portion of the day will be professional development shared with the Foundation Board of Directors.
6. 2020 Board Appointment has begun. The Appointment Committee will seek members for the Elected Official and two Additional member positions.
7. Future meeting dates (times unless otherwise announced):
 

<b>MONTHLY MEETING</b>	Committee Meetings – 4:15 p.m.
Monday, February 24, 2020	Committee-of-the-Whole – 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting – 5:20 p.m.
<b>MONTHLY MEETING</b>	Committee Meetings – 4:15 p.m.
Monday, March 16, 2020	Committee-of-the-Whole – 5:00 p.m.
Adams Campus	Board Meeting – 5:20 p.m.

**I. FOUNDATION REPORT** – Jill Steckbauer

1. Annual Appeal netted \$30,570 in 2019. This is an increase over 2018.

2. Upcoming Foundation Events include:
  - Summer Golf Event – four bids were received from area courses
  - Sand Valley Outing – August 5, 2020
  - Trap Shoot Event – September 11, 2020
3. High School Scholarship application window closed on January 17 – 121 students applied

**J. PRESIDENT’S REPORT** – Dr. Shelly Mondeik

1. Retirees Jeff Palms and Patrice Taschner attended the meeting and were recognized for their many positive contributions to Mid-State, our students and our communities.
2. Recent college/campus activities included participation in community events, employee annual winter celebration, and new Stevens Point Campus Dean were highlighted.

**K. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
  - a. REVIEW OF CONSENT AGENDA ITEMS: Committee reviewed and discussed Consent Agenda items. Questions were addressed during the committee meeting.
  - b. TREASURER’S REPORT: Reviewed and discussed college financial data.
  - c. FY19-20 REVENUE AND EXPENSE FORECAST: There are no anticipated budget changes.
  - d. OPEB TRUST UPDATE: Mid-State’s OPEB Trust performance was highlighted. Growth of over 19% occurred in 2019. Quarterly calls are held with investment firm to assess Trust and performance.
  - e. BUDGET DEVELOPMENT CALENDAR FOR FISCAL YEAR 2020-21 (FY21): A review of the FY21 Budget Development Calendar occurred. Separation of operating and capital budget presentations will occur this year.
  - f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
  - a. ADVISORY COMMITTEES: Mid-State Advisory Committee members from the programs in the School of Advanced Manufacturing and Engineering and the School of Transportation, Agriculture, Natural Resources and Construction were reviewed.
  - b. CONNEXUS CARES GRANT: Mid-State received a \$5,000 grant from Connexus Cares to support the College’s emergency food shelf. The grant supports the emergency food shelf at each of Mid-State’s four locations.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Justin Hoerter

- a. LEGAL SERVICES UPDATE: FY18-19 closed down from previous years in terms of legal service usage and expense. At present time, the college is light in expenses for the current year.
  - b. WORKFORCE DEVELOPMENT CONTRACTS AND PROPOSALS: Highlighted workforce contract with Committee.
4. COMMITTEE-OF-THE-WHOLE – Robert Beaver
- a. POTENTIAL STEVENS POINT MANUFACTURING PROJECT UPDATE: An update on the potential Stevens Point Manufacturing Project was provided. The presentation highlighted timeline, community support and ongoing work.

**L. DISCUSSION & ACTION** – Robert Beaver

1. EDUCATION SERVICES: Mid-State Education Services team provided an overview of the work they do to support the college and academics. Team members include LeaAnn Turner, Trea Kimball, Steve Lowery, Lyz Hassett and Chris Severson.

**M. CLOSED SESSION** – Robert Beaver

The Board will entertain a motion to convene to closed session, pursuant to s. 19.85(1)(c) Wisconsin statutes, to discuss the President's evaluation and compensation. The Board may take action in closed session.

Following the closed session, the Board will entertain a motion to reconvene in open session and will take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Mr. Merdan, seconded by Mr. Hoerter, upon a roll call vote, unanimously approved the closed session as announced by Mr. Beaver. The board moved into closed session at 6:26 p.m.

**N. ADJOURNMENT** – Robert Beaver

Motion by Ms. Bruski Mallek, seconded by Mr. Hoerter upon a roll call vote, unanimously approved reconvening in open session at 7:35 p.m.

Motion by Mr. Spargo, seconded by Mr. Beaver, upon a roll call vote, unanimously approved a second quarter bonus for President Dr. Shelly Mondeik.

There being no further action or business of the Board, the meeting adjourned at 6:37 p.m. with a motion by Mr. Spargo, seconded by Mr. Merdan, upon a voice vote.