

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

August 17, 2020

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 5:14 p.m.

B. ROLL CALL

PRESENT: Robert Beaver (via Teams), Betty Bruski Mallek (via Teams), Kristin Crass (via Teams), Richard Merdan (via Teams), Lynneia Miller (via Teams), Charles Spargo (via Teams) and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach, Justin Hoerter and Gordon Schalow

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow (via Teams), Randy Jahns (via Teams), Dr. Mandy Lang (via Teams), John Mehan (via Teams), Brad Russell (via Teams), Matt Schneider (via Teams), Dr. Deb Stencil (via Teams), Angie Susa, and Mike Vilcinskas

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 July 13, 2020 as presented.

F. CONSENT AGENDA

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

1. The district's bills for the month of July 2020 were presented in Exhibit B. These bills totaled \$1,664,545.13 of which \$1,067,555.45 represents operational expenditures and \$596,989.68 represents capital expenditures. The district's payroll for the month of July totaled \$2,160,200.97 plus \$2,187.85 for travel and miscellaneous reimbursements and \$734,015.03 in fringe benefits. The district's bills and payroll totaled \$4,560,948.98.
2. Entered into the following contracted service agreements:

| <u>Agreement #</u> | <u>Contracted Service:</u> | <u>Amount</u> |
|--------------------|----------------------------|---------------|
| 146590 | Supervisory Training | \$ 4,178.73 |
| 146591 | Customer Service | \$ 1,690.00 |
| 146592 | Welding Training | \$ 4,116.60 |

- | | | |
|--------|---------------------------------------|-------------|
| 146593 | UGotClass – Project Management | \$ 247.50 |
| 146594 | Childhood Teacher Skills & Strategies | \$ 3,600.00 |
3. Approved the following procurement(s) for goods and services:
There were no procurements which required approval.

G. CHAIRPERSON’S REPORT – Robert Beaver

1. Board members were welcomed to the meeting. Mr. Gerlach, Mr. Hoerter and Mr. Schalow were excused.
2. Summer Boards Association meeting was held in a virtual format on July 24. Attendees commented that Mid-State was well represented in the K-12 panel discussion and presentations were informative.
3. ACCT Leadership Congress will be held October 5-8, 2020 virtually. As a college, Mid-State will participate virtually. Anyone interested in attending should contact Ms. Susa for more information. Mid-State will be presenting on the Simulation Center collaboration with Aspirus Riverview and Legacy Foundation.
4. Future meeting dates (times unless otherwise announced):

| | |
|----------------------------|------------------------------------|
| MONTHLY MEETING | Committee Meetings – 4:15 p.m. |
| Monday, September 21, 2020 | Committee-of-the-Whole – 5:00 p.m. |
| Wisconsin Rapids Campus | Board Meeting – 5:20 p.m. |
| MONTHLY MEETING | Committee Meetings – 4:15 p.m. |
| Monday, October 19, 2020 | Committee-of-the-Whole – 5:00 p.m. |
| Wisconsin Rapids Campus | Board Meeting – 5:20 p.m. |

H. PRESIDENT’S REPORT – Dr. Shelly Mondeik

1. Mid-State has implemented Phase 3 of reopening. Dr. Mondeik highlighted COVID funding and planning activities.
2. WTCS Board Meeting will be held virtually in September and highlight Mid-State. During this meeting the Futuremaker Partner Award will be presented. Planning is well underway.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER’S REPORT: No questions or concerns resulted from review of the Treasurer’s Report.
 - b. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES; AND SETTING THE SALE: Administration requested authority to issue \$1,000,000 in general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds and equipment in 2020-21. Proceeds will be distributed shortly after the September sale. John Mehan presented details.

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

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 \$633,000 for the public purpose of paying the cost of building remodeling and improvement projects and in the amount of \$367,000 for the public purpose of paying the cost of acquiring movable equipment;

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 \$633,000 for the public purpose of paying the cost of building remodeling and improvements projects; and be it further

Resolved, that the District shall issue general obligation promissory notes in an amount not to exceed \$367,000 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 ONE MILLION DOLLARS (\$1,000,000) 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 name of the District, general obligation promissory notes aggregating the principal amount of not to exceed ONE MILLION DOLLARS (\$1,000,000) (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 New Herald, the official newspaper of the District. The notices to electors shall be in substantially the forms attached hereto as Exhibits A and B (collectively, the "Notices") and incorporated herein by this reference.

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 Notices 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 August 17, 2020.

- c. STATUS OF FY20 INDEPENDENT FINANCIAL AUDIT: An update on the FY20 (year ending June 30, 2020) financial audit was provided. Report out will occur in October.
 - d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. ACADEMIC PLAN OVERVIEW: An overview of the “Experience Choice” campaign was provided as it related to how students attend courses.
 - b. FACULTY IN-SERVICE: Fall’s Faculty In-Service day was highlighted. Virtual learning sessions focused on academics, learning, assessment and I-CARE.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Robert Beaver
- a. COLLEGE-IN-SERVICE: All regular employees attended a virtually held College-Wide In-Service. Session topics included college update; Title 9; security; Diversity, Equity and Inclusion and team time for individual planning.
 - b. MARKETING & PUBLIC RELATIONS: Ongoing marketing and public relations initiatives were shared including the Marshfield Campus 100 Year Celebration, Experience Choice campaign, Rapid Response activities, Drive In events and Mascot reinvigoration.

J. COMMITTEE-OF-THE-WHOLE

1. BOARD POLICY REVIEW: Board members reviewed the first of three groups of Board Policies. Policies will also be presented for review in September and October.
2. SECURITY UPDATE: An update on Mid-State’s new security system was provided. The system provides more comprehensive, secure coverage of all locations. Installation is nearly complete.

K. DISCUSSION & ACTION – Dr. Shelly Mondeik

1. NCMPR AWARD: Mid-State was awarded the Gold Paragon Award for a Student Life commercial by the National Council for Marketing and Public Relations. A digital clip of the award presentation and judges' comments was shared.

L. CLOSED SESSION

The Board will entertain a motion to convene to closed session, pursuant to s.19.85(1)(d) Wisconsin Statutes, to discuss campus security measures. 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 then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, unanimously approved closed session as announced. Closed session convened at 6:28 p.m.

M. ADJOURNMENT – Robert Beaver

The Board reconvened in open session at 6:50 p.m. with a motion by Mr. Spargo, seconded by Msr. Merdan, unanimously approved upon a roll call vote.

There being no further action or business of the Board, the meeting adjourned at 7:51 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary