

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

Wisconsin Rapids Campus

September 21, 2020

**A. CALL TO ORDER** – Robert Beaver

The meeting was called to order at 5:23 p.m.

**B. ROLL CALL**

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

EXCUSED: Gordon Schalow

OTHERS: Craig Bernstein (via Teams), Ashley Borchardt (via Teams), Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow (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 Mr. Spargo, seconded by Ms. Miller, upon a voice vote, unanimously approved minutes from the board meeting held August 17, 2020 as presented.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of August 2020 were presented in Exhibit B. These bills totaled \$1,082,525.64 of which \$807,586.53 represents operational expenditures and \$274,939.11 represents capital expenditures. The district's payroll for the month of August totaled \$1,244,758.60 plus \$10,071.76 for travel and miscellaneous reimbursements and \$626,286.98 in fringe benefits. The district's bills and payroll totaled \$2,963,642.98.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146595	Heartsaver First Aid	\$ 2,130.00

146596	Soft Skills for the Modern Workplace	\$ 1,625.00
146597	Nursing Assistant	\$ 8,050.00
146598	Peer Coaching Training	\$ 7,920.00
146599	Fire Alarm Systems	\$ 3,600.00
146600	Commercial Blueprint Reading	\$ 1,600.00
146601	Motor Controls	\$ 3,600.00
146602	Residential Blueprint Reading	\$ 1,600.00
146603	Industrial Blueprint Reading	\$ 1,600.00
146604	Codeology	\$ 3,600.00
146605	PLC	\$ 3,600.00
146606	Heart Saver First Aid/CPR/AED	\$ 3,990.00
146607	Childhood Teacher Skills and Strategies-Pyramid Model Training	\$ 3,480.00

3. Approved the following procurement(s) for goods and services:  
 There were no procurements which required approval.

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
\$ 151,140.00	Assessment Technologies Institute	School of Health

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

- Board members were welcomed to the meeting. Mr. Schalow was excused.
- Fall Boards Association meeting will be held virtually on October 23, 2020. It will feature Nicolet College, Perception of Technical Colleges, Graduate Outcomes and the Marketing Consortium. Board members interested in attending should register through Ms. Susa.
- ACCT Leadership Congress will be held October 5-8, 2020 virtually. As a college, Mid-State will participate virtually. Mid-State will present on the Simulation Center collaboration with Aspirus Riverview and Legacy Foundation. Mr. Beaver, Ms. Bruski Mallek and Mr. Merdan plan to attend.
- Future meeting dates (times unless otherwise announced):
 

<b>MONTHLY MEETING</b>	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.
<b>MONTHLY MEETING</b>	Committee Meetings – 4:15 p.m.
Monday, November 16, 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

- Dr. Mondeik provided a campus activities update which included: budget planning discussions, COVID Team meetings, employee engagement, an accreditation visit in May 2021 and Foundation activities.
- Mid-State continues to seek partners for the Stevens Point Manufacturing Center Project and has met with 11 potential partners since the August meeting.

3. Dr. Mondeik has agreed to serve on the South Wood County YMCA Board of Directors.
4. Mid-State virtually hosted the WTCS Board meeting on September 16. Dr. Mondeik provided a welcome and college overview. In addition, the WTCS Student Ambassador and Mid-State Alumni Luke Mroczenski presented and the Futuremaker Partner Award was presented to Aspirus Riverview.

## **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 AWARDING THE SALE OF \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2020B: A negotiated offer for the award and sale of the tax supported notes was presented. The notes will finance budgeted capital expenditures for facilities, grounds, and equipment in 2020-2021. A review of the Award was provided by Robert W. Baird, Inc. John Mehan.

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

WHEREAS, on August 17, 2020, the District Board of the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount 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 (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in the Marshfield News Herald on August 20, 2020 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes for building remodeling and improvement projects and acquiring movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires at the close of business on September 21, 2020;

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

WHEREAS, the District is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue its general obligation promissory notes (the "Notes") for such public purposes; and

WHEREAS, it is the finding of the District Board that it is necessary, desirable and in the best interest of the District to sell the Notes to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION DOLLARS (\$1,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted, and the Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District (subject to the condition that no valid petition for referendum is filed by the close of business on September 21, 2020). To evidence the obligation of the District, 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, the Notes aggregating the principal amount of ONE MILLION DOLLARS (\$1,000,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2020B"; shall be issued in the aggregate principal amount of \$1,000,000; shall be dated October 13, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes are not subject to optional redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2020 through 2023 for the payments due in the years 2021 through 2024 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2020B" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District,

charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes

(the "Fiscal Agent"). The District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and

the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. 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.

Adopted, approved and recorded September 21, 2020.

- c. COSMO REMODEL PROJECT: Bid results for the Cosmetology Remodel Project were received. Six bidder proposals were reviewed. A recommendation for award to Eagle Construction was made.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, unanimously awarded Eagle Construction the Cosmetology Remodel Project in the amount of \$407,800.

- d. ESTIMATED PROPERTY VALUES AND TAX RATES: Values for the upcoming year have not been received yet for counties or municipalities. Valuations are due September 30 at the latest. Net new construction is up over budgeted amount.
- e. STATUS OF FY20 INDEPENDENT FINANCIAL AUDIT: Audit is progressing as scheduled and field work is being completed this week. No findings were reported in the preliminary report out. Presentation will occur to the Board at the December Board meeting.
- f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

- 2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. **ADVISORY COMMITTEES:** A review of Advisory Committee membership in the School of Business & Technology; School of Health; and School of Protective and Human Services was completed. Remaining Advisory Committees will be shared in spring 2021.
  - b. **ENROLLMENT REPORTS:** FY20 year-end FTE data was shared. Overall, a decrease of 2.2% was realized. Program and school data was shared.
3. **HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Robert Beaver**
- a. **LEGAL REPRESENTATION:** Mid-State’s primary legal representation has transitioned to Boardman and Clark. Mid-State retains multiple legal representative; working with Boardman and Clark and their broad range of specialties as primary.
  - b. **FY20 WORKFORCE AND ECONOMIC DEVELOPMENT ANNUAL REPORT:** An annual report of the Workforce and Economic Development Division was provided. Highlights of workforce, continuing education, events/conferences, and grants were provided.

**J. COMMITTEE-OF-THE-WHOLE**

1. **BOARD POLICY REVIEW:** Board members reviewed the second of three groups of Board Policies. Recommendations for changes were made.

**K. DISCUSSION & ACTION – Dr. Shelly Mondeik**

1. **FALL SEMESTER:** Mid-State’s Executive Leadership Team provided an update related to the fall semester noting impacts of COVID on Academics, Student Services, Facilities, Information Technology, Human Resources and Grants/Funding.

**L. CLOSED SESSION**

The Board will entertain a motion to convene to closed session, pursuant to s.19.85(1)(e) Wisconsin Statutes, to discuss labor relation matters. 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 Ms. Crass, seconded by Mr. Hoerter, upon a roll call vote, unanimously approved closed session as announced. Closed session convened at 6:59 p.m.

**M. ADJOURNMENT – Robert Beaver**

The Board reconvened in open session at 7:12 p.m. with a motion by Mr. Spargo, seconded by Mr. Gerlach, unanimously approved upon a roll call vote.

There being no further action or business of the Board, the meeting adjourned at 7:13 p.m. with a motion by Mr. Spargo, seconded by Mr. Hoerter, upon a roll call vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary