

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

Wisconsin Rapids Campus

November 16, 2020

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 5:21 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: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow (via Teams), Dr. Beth Ellie (via Teams), Dr. Mandy Lang (via Teams), Brad Russell (via Teams), Matt Schneider (via Teams), Jill Steckbauer (via Teams), Dr. Deb Stencil (via Teams), Angie Susa, and Mike Vilcinskis

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. Spargo, upon a voice vote, unanimously approved minutes from the board meeting held October 19, 2020 as presented.

F. CONSENT AGENDA

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

1. The district's bills for the month of October 2020 were presented in Exhibit B. These bills totaled \$1,134,655.22 of which \$915,755.40 represents operational expenditures and \$218,899.82 represents capital expenditures. The district's payroll for the month of October totaled \$1,413,709.10 plus \$2,575.69 for travel and miscellaneous reimbursements and \$641,025.77 in fringe benefits. The district's bills and payroll totaled \$3,191,965.78.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146629	Multibusiness Servant Leadership	\$ 1,900.00

146630	Industrial Safety – Forklift Training	\$ 1,245.00
146631	Problem Solving Techniques	\$ 2,875.00
146632	Confined Space Refresher	\$ 1,390.00
146633	Welding Recertification	\$ 225.00

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

<u>Amount</u>	<u>Company</u>	<u>Department</u>
\$380,800.00	Carbon Black	Information Technology

G. CHAIRPERSON'S REPORT – Robert Beaver

- Board members were welcomed to the meeting. Mr. Schalow asked to be excused.
- The K-12 Annual Report, scheduled for Discussion & Action, will be postponed until the December meeting.
- Fall Boards Association meeting was held virtually on October 23, 2020. It featured Nicolet College, Perception of Technical Colleges, Graduate Outcomes and the Marketing Consortium.
- ACCT Legislative Summit will be held virtually February 8-10, 2021. Registration opens mid-December. Anyone interested in attending should contact Ms. Susa so proper arrangements can be made.
- Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole - 4:30 p.m.
Monday, December 21, 2020	Board Meeting – 4:40 p.m.
Wisconsin Rapids Campus and	
Virtually via Microsoft Teams	

H. FOUNDATION REPORT – Jill Steckbauer

- The Foundation's FY20 Year-End Dashboard was presented. Areas highlighted include goals, board engagement, transparency and positioning for the future. The annual Impact Report was also provided and discussed.
- Annual Events planned for 2021 were shared including; Annual Appeal, Employee Giving Campaign, Summer Golf Outing, Trap Event and Scholarship Reception.
- Recent Foundation activities and updates were provided. The Foundation Board will continue meeting virtually.

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

- Dr. Mondeik provided a campus update which included: hosting Campus Conversations and virtual Winter Celebration. Mid-State's cafeteria service will be closed for the spring semester. Mid-State is working with local vendors to fill this gap.
- Mid-State will host a drive through graduation ceremony for Spring graduates at 4:00 p.m. on Sunday, December 13. A drive through ceremony for Fall graduates will be held the same

day at 6:00 p.m. Board members who would like to include a congratulatory message may forward to Dr. Lang for inclusion.

3. Mid-State was awarded the Blue Door Award by the Boys & Girls Club of Wisconsin Rapids in recognition of our partnership and support.
4. Dr. Mondeik highlighted WTCS updates and Presidents Association activities. The WTCS Ambassador Banquet was held virtually to recognize students from across the WTCS. The Presidents Association continues to discuss COVID, DEI and FTE.

J. 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. BANK AUTHORIZATION CHANGE: Due to changes in banking and personnel changes at Mid-State, an update in authorized signers is necessary on Mid-State accounts at WoodTrust Asset Management. An overview of changes was provided.

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

As approved by a quorum of the Board of Directors, the members named below are hereby authorized to transfer, convert, endorse, sell, assign, set over, and deliver any and all shared of stock, bonds, debentures, notes, subscription warrants, stock purchase warrants, evidences of indebtedness, or other securities now or hereafter standing in the name of or owned by this Corporation and to make, execute, and deliver, under the corporate seal of this Corporation or otherwise, any and all written instruments of assignment and transfer necessary or proper to effectuate the authority hereby conferred.

Greg Bruckbauer
Brenda Swan

WoodTrust Asset Management is hereby authorized to respond to inquiries and to accept direction from any individuals named above. This authorization is effective until further notice.

- c. FOUNDATION AUDIT: The annual Foundation Audit was reviewed with the Board of Directors as part of the Foundation/Mid-State MOU. A clean audit was presented.
 - d. 2019-2020 FINANCIAL AUDIT UPDATE: On site work has been completed. No significant findings to date. The report will be presented in December.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. AELFA: Mid-State was recently recognized by the WTCS for performance in providing Adult Education to underprepared adults. Outcomes and recognition was shared including Mid-State ranking first in measurable skills gains.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Robert Beaver
 - a. PARENT PERCEPTION SURVEY UPDATE: An overview of the Parent Perceptions Tracking Study of Wisconsin Technical Colleges was presented in summary. The survey focused on three areas and results were shared related to the WTCS and Mid-State individually.

K. COMMITTEE-OF-THE-WHOLE

1. COVID FUNDING: An update on COVID funding was presented including the seven sources of funding, the Foundation’s involvement, expenses remaining and future funding needs. Funding will continue to be monitored and shared with the Board.
2. BOARD POLICY REVIEW FINALIZATION: Mid-State Board members reviewed all Board Policies over the past three months. Changes were incorporated and reviewed.

Motion by Mr. Spargo, seconded by Mr. Hoerter, upon a roll call vote, unanimously approved finalized Board Policies as presented.

L. DISCUSSION & ACTION

1. K-12 Annual Report will be presented in December.

M. CLOSED SESSION

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 then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

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

N. ADJOURNMENT – Robert Beaver

The Board reconvened in open session at 6:42 p.m. with a motion by Mr. Spargo, seconded by Ms. Miller, unanimously approved upon a roll call vote.

There being no further action or business of the Board, the meeting adjourned at 6:44 p.m. with a motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote.