



BOARD OF DIRECTORS MEETING
November 2021

Monday, November 15, 2021
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

- 4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 20)
- 4:15 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 23)
- 4:15 p.m.** – Human Resources & External Relations Committee Meeting; Room A203 (page 25)
- 5:00 p.m.** – Committee-of-the-Whole; Room L133-134 (page 27)
- 5:15 p.m.** – **Board Meeting; Room L133-134 (page 3)**

Mission: Mid-State Technical College transforms lives through the power of teaching and learning.

Vision: Mid-State Technical College is the educational provider of first choice for its communities.

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DISTRICT BOARD OF DIRECTORS

Monday, November 15, 2021

5:15 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This November 15, 2021, meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

D. OPEN FORUM – RICHARD MERDAN

The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.

Ground rules regarding public comment on Board agenda item(s):

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

E. ACTION ON OCTOBER 18, 2021 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit B)

District bills for October 2021 total \$1,520,952.02 of which \$985,708.08 represents operational expenditures and \$535,243.94 represents capital expenditures. Payroll disbursements for October totaled \$1,517,296.96 plus \$6,497.58 for travel and miscellaneous reimbursements, and \$691,264.69 in fringe benefits, for a total payroll disbursement of \$2,215,059.23. Administration recommends approval of the payment of these obligations totaling \$3,736,011.25.

2. Contracted Service Agreements (Exhibit K)

The District has entered into five contracted service agreements totaling \$10,945. The individual contracts are available for review upon request. Administration recommends approval of these contracts.

3. Procurements for Goods and Services (Exhibit L)

Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require board approval.

G. CHAIRPERSON'S REPORT – RICHARD MERDAN

1. Meeting attendance
2. WTC District Boards Association
3. ACCT Leadership Congress
4. Next meeting date

H. MID-STATE FOUNDATION REPORT – BETTY BRUSKI MALLEK

1. Annual Impact Report
2. Foundation Events
3. Foundation Planning and Updates

I. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

1. Campus Activities
2. Community Involvement
3. WTCS Updates
4. WTCS Presidents Association Activities

J. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Charles Spargo
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report (Exhibit M)
 - c. 2020-21 Audited Financial Statements
 - d. Informational Item
 1. New Student Account Creation Process
 2. Finance Implications for Topics in Other Committees

2. Academic & Student Services Committee – Betty Bruski Mallek
 - a. Academic Programming
 - b. Informational Items
 1. Accreditation Updates
3. Human Resources & External Relations Committee – Richard Merdan
 - a. Informational Items
 1. Staff Engagement
 2. Annual Benefits Renewal

K. COMMITTEE-OF-THE-WHOLE (Exhibit G) – RICHARD MERDAN

1. Manufacturing Center Campaign Update

L. DISCUSSION & ACTION

1. Adult Education Efforts and Accolades – Dr. Deb Stencil and Amber Stancher
Updates will be provided on Mid-State’s Adult Education programming.

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. The Board may take action in closed session.

Following 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.

N. ADJOURNMENT

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

Wisconsin Rapids Campus	October 18, 2021
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:35 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Craig Gerlach, Scott Groholski, Richard Merdan, Lynneia Miller, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, John Eric Hoffmann, Dr. Mandy Lang, John Mehan, Brad Russell, Matt Schneider, Dr. Deb Stencil, Angie Susa, and Mike Vilcinskas

C. OPEN MEETING CERTIFICATION – Kristin Crass

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 – Kristin Crass

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

E. APPROVAL OF MINUTES

Motion by Mr. Merdan, seconded by Mr. Merdan, upon a voice vote, unanimously approved minutes from the Board Advance meeting held September 28, 2021 as presented.

F. APPROVAL OF MINUTES

Motion by Ms. Bruski Mallek, seconded by Ms. Miller, upon a voice vote, unanimously approved minutes from the board meeting held September 20, 2021 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 September 2021 were presented in Exhibit B. These bills totaled \$3,302,709.07 of which \$2,254,802.33 represents operational expenditures and \$1,047,906.74 represents capital expenditures. The district's payroll for the month of September totaled \$1,431,678.35 plus \$12,376.93 for travel and miscellaneous reimbursements and \$642,177.53 in fringe benefits. The district's bills and payroll totaled \$5,388,938.88.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146711	Medical Terminology	\$ 8,440.00
146712	Beginning Microsoft Outlook, Word, Excel	\$ 1,600.00
146713	Maintenance Welding Fundamentals	\$ 1,650.00
146714	Basic Knife Skills	\$ 210.00
146715	Pyramid Model Training	\$ 3,200.00

146716	Standard Timing Model Assessments	\$ 479.00
146717	Professional Skills	\$ 6,090.13
146718	Pumpkin Carving	\$ 1,728.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
\$ 133,670.12	CAE Healthcare	School of Protective & Human Services
\$ 345,237.00	BDJtech	IT Department

4. Ethics Resolution:

WHEREAS, technical college district board members, district directors, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Mid-State Technical College District Board of Directors designates the following positions deputy, associate, or assistant district directors and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Dr. Shelly Mondeik 1421 Lily Lane Wisconsin Rapids, WI 54494
Vice President, Academics	Dr. Deb Stencil R5162 County Road H Edgar, WI 54426
Vice President, Finance & Facilities	Greg Bruckbauer 1811 Whispering Pine Drive Plover, WI 54467
Vice President, Human Resources & Organizational Development	Dr. Karen Brzezinski 154875 Castle Rock Lane Wausau, WI 54403
Vice President, Student Services & Enrollment Management	Dr. Amanda Lang 9395 Vermillion Street Milladore, WI 54454-9700
Vice President, Information Technology	Brad Russell 1160 Bellview Drive Wisconsin Rapids, WI 54494
Vice President, Workforce Development & Community Relations	Dr. Bobbi Damrow N14987 Old 13 Road Park Falls, WI 54552
Manager, Project Management & Capital Budget	Matt Schneider 3065 Swanson Road Wisconsin Rapids, WI 54495
Director, Foundation & Alumni	Jill Steckbauer N1179 County Road CH Coloma, WI 54930

H. CHAIRPERSON'S REPORT – Kristin Crass

1. Board members were welcomed to the meeting. Mr. Schalow asked to be excused.
2. The Legal Issues Seminar and Fall Boards Association meeting will be held virtually October 28-29. Please connect with Ms. Susa if you are interested in attending.
3. The Fall Board Advance was held September 28. Robust conversation during the meeting contributed to meaningful output. Thank you to those able to attend.
4. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, November 15, 2021	Board Meeting: following Committee-
Wisconsin Rapids Campus	of-the-Whole

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik announced October is Manufacturing Month – media coverage of Mid-State's apprenticeship programs as well as an advocacy update on the Manufacturing Center was provided. In addition, conversation continues regarding partnership in Adams related to fire training.
2. Mid-State continues partnership conversation related to Liberal Studies. UW – Stevens Point as committed to explore opportunities while Lakeland University has committed to a partnership. Conversation related to a manufacturing pathway is underway at UW – Stout.
3. As the WTC Presidents Association Liaison for ISA, transfer continues to be the topic conversation. A meeting will be held in early November.

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. CERTIFICATION OF 2021-2022 TAX LEVY: Prior to October 31, the Mid-State Board is required to certify their tax levy for the current fiscal year and to notify 97 municipalities of their proportionate share of Mid-State's total levy. Administration proposed certification of a \$13,922,903 levy. This amount is 0.2% less than the 2021-22 adopted budget.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following 2021-22 Tax Levy Certification Resolution:

BE IT RESOLVED that the Mid-State Technical College Board authorized a \$13,922,903 property tax levy for fiscal year 2021-22, representing an overall mill rate of \$0.89403 on \$15,573,273,296 of equalized valuation without TIFs within the boundaries of the Mid-State Technical College District.

BE IT FURTHER RESOLVED that this levy be made up of \$6,925,934 in operational levy representing an operational mill rate of \$0.44474 and \$6,996,969 in debt service representing a debt service mill rate of \$0.44929.

BET IT FURTHER RESOLVED that administration apportion this levy based on the certified equalized property values for its 97 municipalizes and notify them of their apportionment in accordance with state statutes.

- c. RESOLUTION AWARDING THE SALE OF UP TO \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021B: John Mehan of Robert W. Baird, Inc. presented an awarding resolution for the sale of \$1.0 million general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds, and equipment in 2021-22. Quarles & Brady prepared the awarding resolution and will issue an opinion in regard to statutory compliance. Mid-State remains at an Aa1 Moody's credit rating.

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote, approved the following Resolution Awarding The Sale Of Up To \$1,000,000 General Obligation Promissory Notes, Series 2021B:

WHEREAS, on September 20, 2021, 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 \$140,000 for the public purpose of paying the cost of building remodeling and improvement projects and in the amount of \$860,000 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 Stevens Point Journal on September 24, 2021 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 to finance 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 on October 25, 2021;

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 October 25, 2021). 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 2021B"; shall be issued in the aggregate principal amount of \$1,000,000; shall be dated November 8, 2021; 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, 2022. 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.

[If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

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 2021 through 2023 for the payments due in the years 2022 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 shall 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 2021B" (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 into 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 October 18, 2021.

- d. 2020-21 BUDGET AMENDMENTS: Prior to finalizing the college's annual audit, end-of-year closing entries require amendments to the college's 2020-21 budget. This is the second and final amendment for the fiscal year for activity in April through June.

Motion by Mr. Spargo, seconded by Mr. Gerlach, upon a roll call vote, unanimously approved the following Notice of 2020-21 Budget Amendment Resolution:

WHEREAS, the 2020-21 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 15, 2020, was amended on April 19, 2021, and State statute requires the district board to approve any modifications to the original adopted budget; and

WHEREAS, the General Fund budget was adjusted to accommodate the reallocation of budgets within departments and functions, the addition of or modification of grants, to adjust operational budgets, and to adjust wage and fringe budgets; and

WHEREAS, the Special Revenue - Operational Fund budget was adjusted to accommodate the Institutional COVID relief funding and adjust dual credit budgets; and

WHEREAS, the Capital Projects budget was adjusted to reflect current year project estimates and to modify and add grants; and

WHEREAS, the Special Revenue - Non-Aidable Fund budget was adjusted to accommodate the Student COVID relief funding; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following 2020-21 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	6,875	18,273,899
General	Instructional Resources	(5,581)	1,162,868
General	Student Services	31,133	4,364,284
General	General Institutional	398,899	5,960,842
General	Physical Plant	2,470	2,008,913
Special Revenue - Operational	Instruction	213,119	1,118,039
Special Revenue - Operational	General Institutional	400,592	1,546,102
Capital Projects	Instruction	231,240	1,949,907
Capital Projects	Instructional Resources	30,920	490,630
Capital Projects	Student Services	(15,419)	407,081
Capital Projects	General Institutional	111,500	1,514,168
Capital Projects	Physical Plant	512,743	2,047,130
Special Revenue - Non-Aidable	Student Services	261,500	6,041,065

BE IT FURTHER RESOLVED that these budget modifications comply with the district board's policy; and

BE IT FURTHER RESOLVED that these changes are now authorized by a two-thirds (2/3) vote of the entire District Board membership in accordance with Section 65.90(5) of Wisconsin Statutes; and

BE IT FURTHER RESOLVED that administration be directed to place this resolution as Class 1 legal notice in the designated district newspaper as required by Section 65.90(5)(a) of the Wisconsin Statutes.

e. 2020-21 ANNUAL PROCUREMENT REPORT: Presentation of the annual procurement report was made. Those vendors that were above the threshold for procurement were highlighted. Based on review of data, it is the recommendation of administration that the college go out for bid on grounds detail services next year.

f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. **ACADEMIC PROGRAMMING:** An update on academic programming was provided specific to Liberal Arts – Associate of Arts and Liberal Arts – Associate of Science.

The College currently offers both programs through a shared agreement with Nicolet College. Students can receive financial aid for this programming and part-time faculty will be hired for those courses that Mid-State doesn't currently offer. We are seeking to identify a 4-year partner. The anticipated start date is Fall 2022 or Spring 2023.

Motion by Ms. Bruski Mallek, seconded by Mr. Gerlach, upon a roll call vote, unanimously approved the Liberal Arts – Associate of Arts Program.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, unanimously approved the Liberal Arts – Associate of Science Program.

- b. **NURSING ASSISTANT PROGRAM REVIEW:** An overview of Mid-State's Nursing Assistant program was provided. The 3-credit technical diploma is offered at all four campus locations in addition to Mid-State's Wisconsin Rapids Campus being a state testing site. Recently, a site visit occurred in which the program was determined to have no deficiencies and meet all state and federal requirements for training.
- c. **GRADUATION:** Graduation will be held Saturday, December 11 at Mid-State's Wisconsin Rapids Campus. Lynneia Miller will provide remarks during the ceremony. If anyone is interested in attending, please notify Ms. Susa.
- d. **SUPPORTING AFGHAN FAMILIES:** Mid-State held a donation drive for Afghan families stationed at Fort McCoy. The well supported venture greatly supported families in need.

3. **HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Lynneia Miller**

- a. **SALON @ MID-STATE RIBBON CUTTING EVENT:** Over 60 participants attended the October 11 Ribbon Cutting event at Mid-State's Salon. An event highlight video was shared.

K. COMMITTEE-OF-THE-WHOLE

1. **2020-2021 YEAR-END DASHBOARD AND 2021-2022 DASHBOARD:** Annual dashboard data was provided. Campus specific data as well as district-wide data was reviewed. Mid-State was ranked #2 in the WTCS for FTE. Retention, K-12, Workforce and Continuing Education continue to be a focus.
2. **MID-STATE COUGAR STATUE BOARD UNVEILING:** Mid-State's recently install Cougar statue was unveiled to the Board. That statue was manufactured by Mid-State faculty.

L. DISCUSSION & ACTION

1. **STUDENT SUCCESS INITIATIVES:** Student success initiatives for the 2021-2022 year were shared. They included Early Alert, an opportunity to identify students who are at risk of failing or dropping out and then intervening; and Circle of Success, a personalized team for each student made up of those best positioned to assist.

M. CLOSED SESSION – Kristin Crass

The Board entertained a motion to convene to closed session, pursuant to s. 19.85 (1)(c) Wisconsin Statutes, to discuss the President's evaluation.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved moving to closed session as announced by Ms. Crass. Closed session began at 6:45 p.m.

There being no further business of the Board in closed session, motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote, unanimously approved moving to open session at 8:00 p.m.

N. ADJOURNMENT – Kristin Crass

The Board reconvened in open session and stated that time was spent discussing the current presidential evaluation process and the process going forward.

There being no further action or business of the Board, the meeting adjourned at 8:01 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

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Exhibit B previously distributed under separate cover.**

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, November 15, 2021

4:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – CHARLES SPARGO

B. OPEN MEETING CERTIFICATION – CHARLES SPARGO

This November 15, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. ACTION ON OCTOBER 18, 2021 COMMITTEE MEETING MINUTES (Exhibit D)

D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll (Exhibit B)

Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.

2. Contracted Service Agreements (Exhibit K)

Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.

3. Procurements for Goods and Services (Exhibit L)

Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.

E. TREASURER'S REPORT – GREG BRUCKBAUER

Each financial report (Exhibit M) will be highlighted. The intent of sharing this information on a monthly basis is to give the Board assurance that administration is: 1) monitoring and managing the resources allotted and allocated annually and is doing so in accordance with budget and fiscal policy, and 2)

maintaining a healthy financial condition and position in accordance with WTCS requirements and Higher Learning Commission expectations.

F. 2020-21 AUDITED FINANCIAL STATEMENTS – GREG BRUCKBAUER

A representative from the independent audit firm of Wipfli LLP will present the Audited Financial Statements for the fiscal year ending June 30, 2021. This is the first year of a five-year engagement. A PDF file of the Management Report and the Audited Financial Statements will be forwarded. A representative from Wipfli LLP will present in greater detail to the Committee and provide an overview to the full Board. End-of-year financial results on a budgetary basis are also available within the audit report. Administration recommends Board acceptance of the Audited Financial Statements for the period ending June 30, 2021. Board action is requested.

G. INFORMATIONAL ITEMS

1. New Student Account Creation Process – Brad Russell

An update on Mid-State's new student account creation process will be provided.

2. Finance Implications for Topics in Other Committees

Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.

H. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
FINANCE & INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	October 18, 2021
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- A. CALL TO ORDER** – Charles Spargo
The meeting was called to order at 4:03 p.m.
- B. ROLL CALL**
PRESENT: Charles Spargo, Scott Groholski and Shelly Mondeik

OTHERS: Greg Bruckbauer, John Mehan and Brad Russell
- C. OPEN MEETING CERTIFICATION** – Charles Spargo
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. TREASURER’S REPORT** – Greg Bruckbauer
- E. CERTIFICATION OF 2021-2022 TAX LEVY** – Greg Bruckbauer
Reviewed and discussed levy certification. No action taken.
- F. RESOLUTION AWARDING THE SALE OF UP TO \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021B** – Greg Bruckbauer
John Mehan of Baird presented information related to the sale and walked through the long-term financial plan. No action taken.
- G. 2020-21 BUDGET AMENDMENTS** – Greg Bruckbauer
Reviewed and discussed. No action taken.
- H. 2020-21 ANNUAL PROCUREMENT REPORT** – Greg Bruckbauer
Reviewed and discussed. No action taken.
- I. INFORMATION ITEMS** – Greg Bruckbauer
1. Finance Implications for Topics in Other Committees
No action taken
- J. ADJOURNMENT** –
There being no further action or business, the meeting adjourned at 4:53 p.m. with a motion by Mr. Groholski, seconded by Mr. Spargo, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, November 15, 2021

4:15 p.m.

Mid-State Wisconsin Rapids Campus Room A112
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – BETTY BRUSKI MALLEK

B. OPEN MEETING CERTIFICATION – BETTY BRUSKI MALLEK

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C. APPROVAL OF COMMITTEE MINUTES (OCTOBER 18, 2021 MEETING) (Exhibit F) – BETTY BRUSKI MALLEK

D. REVIEW OF CONSENT AGENDA ITEMS – BETTY BRUSKI MALLEK

E. ACADEMIC PROGRAMMING – DR. DEB STENCIL

The College will seek Board approval to take the following action related to academic programming:

- *New Program – Tool and Die Apprenticeship Program*

F. INFORMATIONAL ITEMS

1. *Accreditation Updates – Dr. Deb Stencil and Dr. Beth Ellie*

Mid-State's Accreditation Sustainability Plan and general Higher Learning Commission updates will be provided.

G. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

ACADEMIC & STUDENT SERVICES COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	October 18, 2021
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A. CALL TO ORDER – Betty Bruski Mallek

The meeting was called to order at 4:16 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Craig Gerlach, and Are Vang (arrived at 4:27 p.m.)

OTHERS: Dr. Mandy Lang and Dr. Deb Stencil

C. OPEN MEETING CERTIFICATION – Betty Bruski Mallek

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. REVIEW OF CONSENT AGENDA ITEMS – Betty Bruski Mallek**E. ACADEMIC PROGRAMMING** – Betty Bruski Mallek

Reviewed and Discussion. No action taken.

F. INFORMATIONAL ITEMS – Richard Merdan

1. Nursing Assistant Program Review

No action taken.

2. Graduation

No action taken.

3. Supporting Afghan Families

No action taken.

G. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 4:25 p.m. with a motion by Mr. Gerlach, seconded by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, November 15, 2021

4:15 p.m.

Mid-State Wisconsin Rapids Campus Room A203
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This November 15, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. ACTION ON OCTOBER 18, 2021 COMMITTEE MEETING MINUTES (Exhibit H)

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

E. INFORMATIONAL ITEMS

1. Staff Engagement – Dr. Karen Brzezinski
Recent staff engagement activities will be highlighted.
2. Annual Benefits Renewal – Dr. Karen Brzezinski
An update will be provided on January 2022 insurance renewals.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	October 18, 2021
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 4:30 p.m.

B. ROLL CALL

PRESENT: Kristin Crass, Richard Merdan, and Lynneia Miller

OTHERS: Dr. Bobbi Damrow, Dr. Karen Brzezinski and Angie Susa

C. OPEN MEETING CERTIFICATION – Richard Merdan

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. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan**E. INFORMATIONAL ITEMS** – Richard Merdan

1. Salon @ Mid-State Ribbon Cutting Event
No action taken

F. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 4:35 p.m. with a motion by Ms. Miller, seconded by Ms. Crass, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, November 15, 2021

5:00 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This November 15, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (OCTOBER 18, 2021 MEETING) (Exhibit J) – RICHARD MERDAN

D. MANUFACTURING CENTER CAMPAIGN UPDATE – DR. BOBBI DAMROW

An Advanced Manufacturing, Engineering Technology and Apprenticeship Center campaign update will be provided.

E. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
COMMITTEE-OF-THE-WHOLE MEETING MINUTES

Wisconsin Rapids Campus	October 18, 2021
-------------------------	------------------

A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:02 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Craig Gerlach, Scott Groholski, Richard Merdan, Lynneia Miller, Charles Spargo, Are Vang and Dr. Shelly Mondeik

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, John Eric Hoffmann, Dr. Mandy Lang, John Mehan, Brad Russell, Matt Schneider, Dr. Deb Stencil, Angie Susa, and Mike Vilcinkas

C. OPEN MEETING CERTIFICATION – Kristin Crass

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. 2020-2021 YEAR-END DASHBOARD AND 2021-2022 DASHBOARD – Dr. Shelly Mondeik

Reviewed and discussed. No action taken.

E. MID-STATE COUGAR STATUE BOARD UNVEILING – Dr. Bobbi Damrow

Reviewed and discussed. No action taken.

F. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 5:34 p.m. with a motion by Ms. Crass, seconded by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
 Mid-State Technical College Board

Angela R. Susa
 Recording Secretary

October Contracted Service Agreements Meeting on November 15, 2021

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146719	Stevens Point	Business and Industry	Train the Trainer Confined Space	4	3	1,390.00
146720	Nekoosa	Business and Industry	Forklift Certification	4	5	325.00
146721	Wisconsin Rapids	Business and Industry	BLS-Basic Life Support Provider	6	24	2,710.00
146722	Wisconsin Rapids	Private Educational Institution	Intro to AutoCAD	36	10	4,930.00
146723	Rudolph	Business and Industry	Forklift Training Train the Trainer	8	5	1,590.00
				Total:		\$10,945.00

October Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - September 2021						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
292	Marshfield	Education	First Aid/CPR/AED	\$1,690.00	Presented	
293	Nekoosa	Education	Dual Modality	\$5,550.00	Accepted	
294	Marshfield	Business and Industry	CPR/AED	\$1,399.00	Presented	
295	Wisc Rapids	Business and Industry	Welding Certification	\$2,095.00	Presented	
296	Nekoosa	Business and Industry	OSHA 10	\$3,490.00	Accepted	
297	Nekoosa	Business and Industry	Fall Protection	\$3,890.00	Accepted	
298	Nekoosa	Business and Industry	Problem Solving Techniques	\$3,890.00	Accepted	
TOTAL				\$22,004.00		

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
November 15, 2021 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
Subtotal for Procurements Requiring Board Action	\$0.00	
<u>Procurements Not Requiring Board Action</u>		
Subtotal for Procurements Not Requiring Board Action	\$0.00	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
School of Business & Technology - Culinary Building Remodeling - Eagle Construction - (Wisc Rapids, WI)	420,458.00	RFP
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$420,458.00	
<u>Mandatory Procurements Not Requiring Board Action</u>		
Utilities - Water Works & Lighting Commission	25,508.30	Mandatory
Lakeshore Technical College WILM expenses (Monthly, August, September)	99,142.35	Mandatory
WTCS Foundation, Inc.	166,500.00	Mandatory
Subtotal for Mandatory Procurements	\$291,150.65	
<u>Emergency Procurements</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	\$711,608.65	

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

November 15, 2021 Board Meeting

Amount

Procurement Method

Mid-State Technical College and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.

BID – A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

QUOTE – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

REQUEST FOR PROPOSAL (RFP) – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

COOP (Cooperative) Purchase – A competitive procurement method was utilized to select the vendor and the contract was approved by another WTCS district. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance and others)

STATE CONTRACT – A state agency such as the Department of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. Mid-State reserves the right to negotiate a lower price directly with the vendor.

CONSORTIUM CONTRACT – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid. Mid-State is able to participate without fulfilling a college-directed process.

SOLE SOURCE – The item meets the requirements listed in the Financial & Administrative Manual for Sole Source procurements.

MANDATORY – Mid-State is required to pay for the service or membership to provide day to day operations such as utilities, leases, insurance, mandatory membership dues, etc.

FY 2022 Budget Notifications Made in the Month of October 2021						
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
Fund 1 - General Fund Budget Notifications						
	141462 Culinary Development Market Grant	State	Transfer between funds	60,945.00	-	60,945.00
	141361 Career Prep	Federal	Admin carryover	377.00	-	377.00
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications						
	140194 CARES Institutional	Federal	Adjust budgets to actual	254,600.00	281,037.00	(26,437.00)
Fund 3 - Capital Projects Fund Budget Notifications						
	141462 Culinary Development Market Grant Culinary Program Requirements	State	Transfer between funds FY22 budget for invoice paid from FY22	(60,945.00)	66,443.00	(60,945.00)
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications						
	140194 CRRSAA and ARPA funds for Students	Federal	Increase budgets for CRRSSA Students	29,500.00	29,500.00	-
Total Budget Changes For The Month				284,477.00	376,980.00	(92,503.00)
Notes:						
1	Budget Notifications are out of balance for the month due to the following:					
2	Establish budgets					
3	Re-establish FY22 budget for funds transferred to FY21-anticipated funds were not used in FY21					
4	Transfer between funds-expense budget notification provided in October					
	Increase COVID related budgets to actuals					



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2022
 as of October 31, 2021

	General Operations & Grants		Customized Instruction & Tech Asst		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current Budget	Original Budget
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13			
Local Government	7,551,926	-	-	6,649,653	-	-	-	-	-	-	-	-	-	-	26.1%	14,201,579
Student Fees	6,580,755	42,400	-	-	-	-	383,210	-	-	-	-	-	-	-	12.9%	7,006,365
State Aid & Grants	15,992,292	-	-	-	-	-	-	-	-	-	-	-	-	-	29.4%	15,535,157
Institutional	657,055	770,000	-	76,000	-	30,000	677,900	1,157,786	-	-	6,530,637	-	-	-	18.2%	9,639,323
Federal	706,696	1,212,665	-	-	-	-	5,377,450	-	-	-	-	-	-	-	13.4%	5,642,563
Total Revenues	31,488,724	2,025,065	30,000	6,725,653	1,157,786	6,530,637	6,438,560	1,157,786	54,396,425	100.0%						52,024,987

	General Operations & Grants		Customized Instruction & Tech Asst		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current Budget	Original Budget
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13			
Salaries and Wages	17,774,228	329,496	-	-	260,086	-	-	-	-	-	-	-	-	-	31.5%	18,476,556
Benefits	8,134,359	127,006	-	-	68,301	-	-	-	-	-	-	-	-	-	14.6%	8,715,371
Current Expenditures	6,426,410	1,218,434	-	-	111,149	-	-	-	-	-	1,109,700	-	-	-	16.9%	7,649,459
Student Financial Aid & Activities	-	-	-	-	-	-	4,741,537	-	-	-	-	-	-	-	8.0%	4,741,537
Reserve	-	-	-	-	814,158	-	-	-	-	-	5,351,800	-	-	-	10.4%	6,165,958
Capital Outlay	-	-	-	4,215,458	-	-	-	-	-	-	-	-	-	-	7.1%	5,067,945
Debt Retirement	-	-	-	6,723,465	-	-	-	-	-	-	-	-	-	-	11.4%	6,723,465
Total Expenditures	32,334,997	1,674,936	4,215,458	6,723,465	1,253,694	6,461,500	6,442,410	1,253,694	59,106,460	100.0%						57,540,291
% of Expenditures by Fund	54.7%	2.8%	7.1%	11.4%	2.1%	10.9%	10.9%	2.1%	100.0%							

Changes in Fund Equity

Budgeted Fund Equity as of 6/30/21																
Current Revenue over Expenses	10,159,594	61,295	718,802	623,752	1,278,910	2,277,647	7,328,476	1,278,910	22,448,476							22,448,476
Other Sources and Uses:	(846,273)	350,129	(4,185,458)	2,188	(95,908)	69,137	(3,850)	(95,908)	(4,710,035)							(5,515,304)
Proceeds from Debt	-	-	5,000,000	-	-	-	-	-	5,000,000							5,000,000
Interfund Transfers In	860,000	-	-	-	-	-	-	-	860,000							860,000
Interfund Transfers Out	-	(440,000)	-	-	(120,000)	-	(300,000)	(120,000)	(860,000)							(860,000)
Repayment of Debt	-	-	-	-	-	-	-	-	-							-
Budgeted Ending Fund Equity	10,173,321	(28,576)	1,533,344	625,940	1,063,002	2,346,784	7,024,626	1,063,002	22,738,441							21,933,172

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
October 31, 2020**

With comparative totals for October 31, 2020

	Governmental Fund Types				Proprietary Fund Types			Fiduciary	
	General	Special Operational	Capital Projects	Debt Service	Enterprise Service	Internal Service	Fund Type		
							Special Rev Non-Aidable	Memorandum only 2020-21	
Cash	\$ 7,198,743	\$ -	\$ 1,964,799	\$ 430,051	\$ 1,550	\$ 2,056,977	\$ -	\$ 11,652,120	\$ 13,293,444
Investments	-	-	-	-	-	-	7,787,226	7,787,226	5,920,692
Receivables:									
Property taxes	13,709,717	-	-	213,186	-	-	-	13,922,903	13,363,678
Accounts receivable	2,871,182	11,692	3,330	-	120,842	-	1,719,371	4,726,417	2,950,774
Due from other funds	-	-	1,200	6,763,494	233,369	992,713	135,346	8,126,123	(1)
Inventories - at cost	-	-	-	-	493,401	-	-	493,401	519,784
Prepaid Assets	98,020	2,574	-	-	-	-	-	100,594	-
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	351,677	(5,235)	-	346,441	451,228
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 23,877,661	\$ 14,266	\$ 1,969,329	\$ 7,406,732	\$ 1,200,839	\$ 3,044,455	\$ 9,641,944	\$ 47,155,226	\$ 36,499,599

LIABILITIES, FUND EQUITY AND OTHER CREDITS

Liabilities	\$ 35,109	\$ 47,655	\$ 305,305	\$ -	\$ (1,484)	\$ -	\$ 10,055	\$ 396,641	\$ 168,979
Accounts Payable	-	-	-	-	-	-	-	-	-
Accrued Liabilities:									
Wages	37	-	-	-	-	-	-	37	-
Employee related payables	234,367	-	-	-	-	-	-	234,367	216,918
Vacation	610,378	6,031	-	-	6,736	-	13,184	636,328	731,777
Other current liabilities	11,405	-	-	-	481	-	-	11,886	9,089
Due to other funds	8,081,860	44,264	-	-	-	-	-	8,126,124	-
Deferred Revenues	-	-	-	-	-	-	-	-	-
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	8,973,156	97,951	305,305	-	5,733	-	23,239	9,405,383	1,126,763

Fund equity and other credits

Retained Earnings	-	-	-	-	1,099,528	111,809	6,426	1,217,764	1,680,021
Res for Prepaid Expenditures	30,801	-	-	-	-	-	-	30,801	124,080
Reserve for Self-Insurance	-	-	-	-	-	2,647,886	-	2,647,886	1,658,536
Reserve for Student Gov & Org	-	-	-	-	-	-	99,941	99,941	92,705
Res for Student Fin Assistance	-	-	-	-	-	-	121,568	121,568	9,966
Res for Post-Employ Benefits	482,274	-	-	-	-	-	7,837,280	8,319,553	6,362,449
Reserve for Capital Projects	-	-	(191,314)	-	-	-	-	(191,314)	401,271
Res for Cap Proj - Motorcycle	-	-	99,679	-	-	-	-	99,679	85,775
Reserve for Debt Service	-	-	-	643,413	-	-	-	643,413	387,022
Designated for Operations	7,286,986	36,336	-	-	-	-	-	7,323,322	7,569,208
Des for State Aid Fluctuations	443,997	-	-	-	-	-	-	443,997	383,216
Des for Subsequent Year	2,311,970	49,267	-	-	-	-	-	2,361,237	1,957,588
TOTAL FUND EQUITY AND OTHER CREDITS	10,556,027	85,603	(91,635)	643,413	1,099,528	2,759,696	8,065,215	23,117,848	20,711,837

Year-to-date excess revenues(expenditures)

	4,348,479	(169,288)	1,755,659	6,763,319	95,578	284,759	1,553,490	14,631,996	14,660,999
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 23,877,662	\$ 14,266	\$ 1,969,329	\$ 7,406,732	\$ 1,200,839	\$ 3,044,455	\$ 9,641,944	\$ 47,155,226	\$ 36,499,599