

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

September 20, 2021

A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 4:51 p.m.

B. ROLL CALL

PRESENT: Kristin Crass, Scott Groholski, Richard Merdan, Lynneia Miller (via Microsoft Teams), Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Betty Bruski Mallek, Craig Gerlach, and Gordon Schalow

OTHERS: Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, John Eric Hoffmann, Dr. Mandy Lang, Brad Russell, Matt Schneider, Dr. Deb Stencil, Angie Susa, and Mike Vilcinskis

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. Spargo, seconded by Mr. Merdan, upon a voice vote, unanimously approved minutes from the board meeting held August 16, 2021 as presented.

F. CONSENT AGENDA

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

1. The district's bills for the month of August 2021 were presented in Exhibit B. These bills totaled \$1,357,663.88 of which \$915,868.54 represents operational expenditures and \$441,795.34 represents capital expenditures. The district's payroll for the month of August totaled \$1,423,234.65 plus \$4,140.49 for travel and miscellaneous reimbursements and \$643,667.10 in fringe benefits. The district's bills and payroll totaled \$3,428,706.12.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146682	Standard Timing Model Assessments	\$ 3,195.00
146683	OSHA 30	\$ 5,100.00
146684	Fire Investigator	\$ 575.00
146685	PV Inspection	\$ 1,800.00
146686	HS FA/CPR Skill Test for Online Course	\$ 1,690.00
146702	Codeology	\$ 3,600.00
146703	Intro to Fire Alarm Systems	\$ 2,880.00
146704	Motor Controls	\$ 3,600.00
146705	Industrial Blueprint Reading	\$ 1,600.00
146706	Pasteurizer Operation and Procedures	\$ 5,675.00

5. Wisconsin Leadership Development Institute (WLDI) concluded their last session and graduated participants in a virtual celebration. Mid-State's Brad Russell and Natasha Miller recently completed the program.
6. The WTC Presidents Association met last week. A review of initiatives, subcommittees and work plans was conducted. An overview for new presidents in the WTCS was conducted. The next meeting is November 10.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.
 - b. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021B; AND SETTING THE SALE: In March a schedule of events for financing the FY22 capital budget was presented. A request to issue up to \$1,000,000 in general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds and equipment was made. During the October meeting, the Board will be asked to approve the official sale of these notes. Proceeds will be distributed shortly after the November sale.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a voice vote, with Ms. Vang abstaining, approved the following Resolution Authorizing The Issuance Of Not To Exceed \$1,000,000 General Obligation Promissory Notes, Series 2021B; And Setting The Sale:

WHEREAS, the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") is presently in need of \$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; and there are insufficient funds on hand to pay said costs;

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

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$140,000 for the public purpose of paying the cost of building remodeling and improvements projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an

amount not to exceed \$860,000 for the public purpose of paying the cost of acquiring movable equipment; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed ONE MILLION DOLLARS (\$1,000,000) from Robert W. Baird & Co. Incorporated (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed ONE MILLION DOLLARS (\$1,000,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Stevens Point Journal, the official newspaper of the District. The notices to electors shall be in substantially the form attached hereto as Exhibits A and B (collectively, the "Notices") and incorporated herein by this reference.

Section 3. Sale of the Notes. The sale of the Notes shall be negotiated with the Purchaser. At a subsequent meeting, the District Board shall act on the purchase proposal received from the Purchaser and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by the Purchaser. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notices provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded September 20, 2021.

- c. STATUS OF FY21 INDEPENDENT FINANCIAL AUDIT: Final fieldwork for the year ending June 30, 2021 was concluded. Final audit reports for FY21 are scheduled to be presented to the Mid-State Board in November.
- d. ENERGY USAGE REPORT: Highlights of Mid-State's annual Energy Usage Report were provided. Comparison to previous years usage and overall cost was made. The FY21 Report will be submitted to the WTCS.
- e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Kristin Crass

- a. ACADEMIC PROGRAMMING: An update on academic programming was provided specific to Liberal Arts – Associate of Arts; Liberal Arts – Associate of Science; Business Analyst AAS; and Electrical Power Engineering Technician AAS.

Academics has evaluated the need for Liberal Arts programming at Mid-State to meet district need. Mid-State has been working through the process of identifying a four-year partner. In FY21 122 students attended programming outside of the Mid-State District along with additional residents not enrolled with Mid-State. The goal is to begin programming in Fall 2022 or Spring 2023.

A request to provide Concept Approval for the Liberal Arts – Associate of Arts degree was made. Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, with Ms. Vang abstaining, approved the program concept as presented.

A request to provide Concept Approval for the Liberal Arts – Associate of Science degree was made. Motion by Mr. Merdan, seconded by Mr. Spargo, upon a roll call vote, with Ms. Vang abstaining, approved the program concept as presented.

A request to suspend Business Analyst AAS was made. The program began in 2017, has two students completing course work this year and no longer aligns with industry needs. Program Advisory Committee supports suspension.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, with Ms. Vang abstaining, approved suspension of the Business Analyst AAS program.

A request to suspend electrical Power Engineering Technician AAS was made. The program began in 1979. There are currently four active students who will complete this year. Needs assessment data indicates there are no current job openings in the district and only 10 statewide. Current employment in the field is low. Program Advisory Committee supports suspension.

Motion by Mr. Merdan, seconded by Mr. Spargo, upon a roll call vote, with Ms. Vang abstaining, approved suspension of the Electrical Power Engineering Technician AAS program.

- b. ADVISORY COMMITTEES: Advisory Committee members from the programs in the School of Business & Technology; School of Health; and School of Protective & Human Services were reviewed. Last year 52 new members were added in these three schools

and 77 members were renewed. Overall, there are over 200 members representing these three schools.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Lynneia Miller

- a. MANUFACTURING CENTER CAMPAIGN UPDATE: A campaign milestone was celebrated last week with 32 founding partners participating (53 partners to date) coming together to launch the public campaign and recognize those helping the college reach over \$5M in contribution to date. Prospect meetings continue and a more visible campaign is underway. Additional updates will be provided to the board as the project progresses.

J. COMMITTEE-OF-THE-WHOLE

1. DISTRICT BOARD MEMBER INTRODUCTIONS: The Mid-State Board of Directors welcomed new members Scott Groholski and Are Vang. Mr. Groholski (Owner/President; Point of Beginning, Inc) was appointed as the Additional member with term ending June 30, 2023. Ms. Vang (Human Resource Manager; McCain Foods) was appointed as an Employee member with term ending June 30, 2022. Both completed the Oath of Office prior to the meeting.

K. DISCUSSION & ACTION

1. WORKFORCE & ECONOMIC DEVELOPMENT ANNUAL REPORT: The FY21 Workforce & Economic Development Annual Report was highlighted. Over 750 employees were trained through partnership with 58 businesses. Continuing Education offered 89 courses and served 1,140 students.

L. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 6:11 p.m. with a motion by Mr. Merdan, seconded by Mr. Spargo, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary