



BOARD OF DIRECTORS MEETING
March 2022

Monday, March 21, 2022
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

- 4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 13)
4:15 p.m. – Academic & Student Services Committee Meeting; Room A112 (page 16)
4:15 p.m. – Human Resources & External Relations Committee Meeting; Room A203 (page 18)
5:00 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, March 21, 2022

5:00 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This March 21, 2022, 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 – KRISTIN CRASS

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 FEBRUARY 28, 2022 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit B)

District bills for February 2022 total \$2,524,349.14 of which \$2,435,441.04 represents operational expenditures and \$88,908.10 represents capital expenditures. Payroll disbursements for February totaled \$1,462,210.29 plus \$14,024.70 for travel and miscellaneous reimbursements, and \$638,705.18 in fringe benefits, for a total payroll disbursement of \$2,114,940.17. Administration recommends approval of the payment of these obligations totaling \$4,639,289.31.

2. Contracted Service Agreements (Exhibit I)
The District has entered into nine contracted service agreements totaling \$25,243.59. The individual contracts are available for review upon request. Administration recommends approval of these contracts.
3. Procurements for Goods and Services (Exhibit J)
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.
4. District Board Approval of Hires and Resignations of Contracted Staff (Exhibit M)
Approval of hires and resignation of contracted staff per State Statute 118.22(2) is requested.

G. CHAIRPERSON'S REPORT – KRISTIN CRASS

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

H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

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

I. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Charles Spargo
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report (Exhibit K)
 - c. FY23 Capital Budget
 - d. Device Customization (Exhibit L)
 - e. Informational Items
 1. ERP Assessment
 2. Finance Implications for Topics in Other Committees
2. Academic & Student Services Committee – Betty Bruski Mallek
 - a. Informational Items
 1. Faculty Support
 2. Winterim and Enrollment

3. Human Resources & External Relations Committee – Richard Merdan
 - a. Informational Items
 1. Work From Home Program

J. COMMITTEE-OF-THE-WHOLE – Kristin Crass

1. No Committee-of-the-Whole meeting was held this month.

K. DISCUSSION & ACTION – KRISTIN CRASS

1. GRANT AWARDS – Dr. Bobbi Damrow and Micki Dirks-Luebbe
An overview of the FY23 WTCS General Purpose Grants awarded to Mid-State Technical College will be provided.

L. CLOSED SESSION – KRISTIN CRASS

The Board will entertain a motion to convene in closed session, pursuant to s.19.85(1)(e) and (f), Wisconsin Statutes, which allow for deliberating when conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and considering financial, medical, social or personal histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, to discuss a policy on naming of college facilities or property and naming of buildings and spaces. 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.

M. ADJOURNMENT – KRISTIN CRASS

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

Wisconsin Rapids Campus	February 28, 2022
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:17 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Richard Merdan, Lynneia Miller, Gordon Schalow, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach and Charles Spargo

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Wayne Bushman, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie, John Eric Hoffmann, Ryan Kawski, Joe Kinsella, Dr. Mandy Lang, Ben Nusz, Brad Russell, Jill Steckbauer, Dr. Deb Stencil, Angie Susa, Brenda Swan, 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. 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 Ms. Bruski Mallek, upon a voice vote, unanimously approved minutes from the board meeting held January 17, 2022.

F. CONSENT AGENDA

Motion by Ms. Miller, 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 January 2022 were presented in Exhibit B. These bills totaled \$980,097.76 of which \$606,893.40 represents operational expenditures and \$373,204.36 represents capital expenditures. The district's payroll for the month of January totaled \$1,409,892.57 plus \$12,092.49 for travel and miscellaneous reimbursements and \$848,874.97 in fringe benefits. The district's bills and payroll totaled \$3,250,957.79.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146742	Electrical Circuits 1	\$ 21,637.42
146743	Lifting and Rigging	\$ 4,519.20
146744	Heartsave First Aid/CPR	\$ 2,281.65
146745	IMT Monthly Training	\$ 5,500.00
146746	Mobile Crane Safety	\$ 5,800.00
146747	EMR Refresher	\$ 595.00
146748	Soft Skills	\$ 2,162.93
146749	Digital Marketing	\$ 3,733.33
146750	Heartsaver First Aid/CPR	\$ 2,100.00

146751	Residential Blueprint Reading	\$1,600.00
146752	Transition to Trainer	\$ 1,280.00
146753	Commercial Blueprint Reading	\$ 1,600.00
146754	Intro to Fire Alarm Systems	\$ 2,880.00
146755	Industrial Blueprint Reading	\$ 1,600.00
146756	PLC	\$ 3,600.00
146757	BLS Renewal	\$ 4,500.00
146758	BLS Renewal	\$ 598.76
146759	Medication Assistant	\$ 8,950.00
146760	Upholstery Training	\$ 2,135.38
146761	Basic Mechanical Maintenance	\$ 6,240.00
146762	Security Officer Firearms Training	\$ 80.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
\$ 71,802.00	Lab Midwest, LLC	School of Advanced Manufacturing & Engineering, and TANRC
\$ 47,749.00	Lab Midwest, LLC	School of Advanced Manufacturing & Engineering, and TANRC

G. CHAIRPERSON'S REPORT – Kristin Crass

- Board members were welcomed to the meeting. Mr. Gerlach and Mr. Spargo asked to be excused.
- The Winter Boards Association meeting was held January 27-29 virtually and in-person at the Osthoff Resort in Elkhart Lake. In-Service was on Understanding Federal Funding and development around Diversity, Equity and Inclusion. Those who attended provided feedback about sessions attended. Diversity, Equity, and Inclusion will be included as a Board Advance discussion.
- The Spring Boards Association meeting will be held April 28-30 both virtually and in-person in Milwaukee. In-Service will focus on College Accreditation and the meeting will include tours of MATC – Milwaukee and Student Ambassador presentation. Those interested in attending should contact Ms. Susa to make arrangements.
- A Spring Board Advance will be held for District Board and Foundation Board members on Wednesday, April 20 at the Wisconsin Rapids Campus beginning at 8:00 a.m.
- Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, March 21, 2022	Board Meeting: following Committee-
Wisconsin Rapids Campus	of-the-Whole

H. FOUNDATION REPORT – Betty Bruski Mallek

- A highlight of upcoming annual events was provided, including; Golf Event – June 14; Trap Event – August 19; and Scholarship Reception – September 15.
- An overview of the scholarship application process was provided. 85 students completed the application process for scholarship consideration.

3. Two new Board members joined the Foundation Board of Directors in January 2022 and there is an additional for consideration in April.

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik highlighted recent campus events and activities including, operational and capital budget planning, upcoming HLC Annual Conference, Central Wisconsin Podcast and annual Chamber events.
2. Dr. Mondeik reported the WTCS Board will consider approval of Liberal Studies at their March meeting and then advance the recommendation of approval to the Board of Regents for consideration in April.

J. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.
 - b. OPEB TRUST UPDATE: An overview was provided of the discussion and review completed by the Committee.
 - c. COVID FUNDING UPDATE: Highlights of activities, initiatives and outcomes as a result of COVID monies spent was provided.
 - d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
 - a. ACADEMIC PROGRAMMING: Consideration of program approval was requested for the Advanced Manufacturing Technology Associate Degree Program and the Mechanical Design Technology Associate Degree Program.

Advisory Committee support and employer need has been demonstrated for the Advanced Manufacturing Technology Associate Degree Program. A Fall 2023 start at the AMETA Center is anticipated. Faculty needs exist and grants will be explored to support.

Motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a roll call vote, unanimously approved the Advanced Manufacturing Technology Associate Degree Program.

Mid-State had previously offered the Mechanical Design Technology Associate Degree Program. Following Advisory Committee support and employer demonstrated need, the program is anticipated to begin in Fall 2023 at the AMETA Center.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote, unanimously approved the Mechanical Design Technology Associate Degree Program.
 - b. GRADUATION: Following Mid-State's outdoor graduation ceremony in May 2021, feedback was received regarding location and date. Going forward, Mid-State will host spring graduation in an outdoor style format on a Saturday with rain date on Sunday.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan

- a. COLLEGE-WIDE IN-SERVICE: College-Wide In-Service was held February 24 and focused on employee health and wellness. The structured morning session provided breakout sessions for employees focusing on different personal wellness components. Survey feedback has been positive.
- b. UNITED WAY: Highlights of the College-Wide United Way Campaign were shared. Activities and outcomes were shared.

K. COMMITTEE-OF-THE-WHOLE

- 1. MID-YEAR DASHBAORD: Mid-State's Mid-Year Dashboard was presented and highlighted. Progress in small business initiatives was highlighted.

L. DISCUSSION & ACTION

- 1. AMETA CENTER: An overview of the Advanced Manufacturing, Engineering Technology, and Apprenticeship (AMETA) Center was provided.

A land donation of 8.705 acres, located in the Stevens Point Industrial Park, by Wayne Bushman has been made for this project. A request for land acceptance was made.

Motion by Ms. Bruski Mallek, seconded by Mr. Schalow, upon a roll call vote, unanimously approved acceptance of land according to the following Resolution for the Acquisition of Land for the Advanced Manufacturing, Engineering Technology and Apprenticeship (AMETA) Center in Stevens Point, Wisconsin:

WHEREAS, the need for trained and up skilled employees in AMETA programs is strong, and

WHEREAS, the future need for skilled individuals in this area is projected to have significant openings, and

WHEREAS, a number of students leave the Mid-State District to obtain these skills and education, and

WHEREAS, our right program analysis identified that our ability to provide new programs and some current offerings will exceed our current facilities, and current equipment, and

WHEREAS, our right location analysis identified the new programs, and some current offerings are best located in the Stevens Point area, and

WHEREAS, the in-kind land donation from the Mid-State Foundation, is in accordance with state statute TCS 5.03 & 5.04.

BE IT RESOLVED, that the Mid-State Technical College Board approves the receipt of an in-kind donation of 8.705 acres of land from the Mid-State Foundation, for the purpose of constructing a training facility, located on the undeveloped section of 5001 Joerns Drive, Stevens Point, WI 54481. The land acquisition is subject to WTCS Board approval.

NOW, THEREFORE, BE IT RESOLVED that the Mid-State Technical College Board approves the in-kind donation of land acquisition and requests approval by the WTCS Board for the acquisition of the aforementioned land.

A request for formal Project Approval was presented by Administration. The facility will be placed for approval by the WTCS Board at their March meeting.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution for Project Approval of the Advanced Manufacturing, Engineering Technology and Apprenticeship (AMETA) Center in Stevens Point, Wisconsin:

WHEREAS, the need for trained and up skilled employees in AMETA programs is strong, and

WHEREAS, the future need for skilled individuals in this area is projected to have significant openings, and

WHEREAS, a number of students leave the Mid-State District to obtain these skills and education, and

WHEREAS, our right program analysis identified that our ability to provide new programs and some current offerings will exceed our current facilities, and current equipment, and

WHEREAS, our right location analysis identified the new programs and some current offerings are best located in the Stevens Point area, and

WHEREAS, the project includes the formal commitment of \$1,500,000 towards building construction, and

WHEREAS, the College seeks approval from the WTCS Board in accordance with state statute TCS 5.04 and prescribed in the WTCS financial accounting manual.

BE IT RESOLVED, that the Mid-State Technical College Board approves the construction of the AMETA Center, and commits \$1,500,000 for construction.

NOW, THEREFORE, BE IT RESOLVED that the Mid-State Technical College Board requests Project Approval from the WTCS Board of the aforementioned project.

M. CLOSED SESSION – Kristin Crass

The Board will entertain a motion to convene in closed session, pursuant to s.19.85(1)(c), Wisconsin Statutes, to discuss the Presidents 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.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved convening to closed session at 6:38 p.m. as announced by Ms. Crass.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved reconvening in open session at 7:22 p.m.

As part of closed session, the Board reviewed progress on the Presidential Goals and discussed. They continue to be pleased with Dr. Mondeik's progress. There is no action as a result of closed session.

N. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 7:23 p.m. with a motion by Ms. Vang, seconded by Ms. Miller, 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, March 21, 2022

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 March 21, 2022 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 FEBRUARY 28, 2022 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 I)

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 J)

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 K) 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. FY23 CAPITAL BUDGET – GREG BRUCKBAUER

During a special meeting held March 21, Administration presented details of the proposed FY23 capital budget to the Finance & Infrastructure Committee. The Committee affirmed administration’s proposal and directed administration to present it in summary during the March Board meeting. Board action approving FY23 capital projects as presented in requested.

G. DEVICE CUSTOMIZATION – GREG BRUCKBAUER

During a special meeting held March 21, Administration presented the financing plan of the proposed FY23 device customization project to the Finance & Infrastructure Committee. The committee affirmed administration’s financing proposal, Board action approving FY23 device customization financing plan as presented in Exhibit L.

H. INFORMATIONAL ITEMS

1. ERP Assessment – Brad Russell

A status update on our ERP Assessment to date will be provided. This will include what has transpired thus far and what is remaining in order to come before the Board in April with a recommendation.

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.

I. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	February 28, 2022
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A. CALL TO ORDER – Gordon Schalow

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Kristin Crass and Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, Brad Russell, and Brenda Swan

B. OPEN MEETING CERTIFICATION – Gordon Schalow

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.

C. APPROVAL OF COMMITTEE MINUTES (JANUARY 17, 2022 MEETING) – Gordon Schalow

Motion by Ms. Crass, seconded by Mr. Schalow, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Gordon Schalow

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Financial Reports were shared and discussed. No action taken.

F. OPEB TRUST UPDATE– Greg Bruckbauer

An update on Mid-State's OPEB Trust performance was provided. No action was taken.

G. COVID FUNDING UPDATE – Greg Bruckbauer

Mid-State's COVID funding was highlighted. No action was taken.

H. ADJOURNMENT – Gordon Schalow

There being no further action or business, the meeting adjourned at 4:45 p.m. with a motion by Mr. Schalow, seconded by Ms. Crass, upon a voice vote.

 Lynneia Miller, Secretary
 Mid-State Technical College Board

 Angela R. Susa
 Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, March 21, 2022

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

This March 21, 2022 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 (FEBRUARY 28, 2022 MEETING) (Exhibit F) – BETTY BRUSKI MALLEK

D. REVIEW OF CONSENT AGENDA ITEMS – BETTY BRUSKI MALLEK

E. INFORMATIONAL ITEMS

1. Faculty Support – Dr. Deb Stencil

The Committee will review Mid-State’s onboarding and professional development opportunities that are offered to support faculty.

2. Winterim and Enrollment – Dr. Mandy Lang

A report on Winterim classes and Spring enrollment will be shared.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

ACADEMIC & STUDENT SERVICES COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

February 28, 2022

A. CALL TO ORDER – Betty Bruski Mallek

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

ROLL CALL

PRESENT: Betty Bruski Mallek, Are Vang

OTHERS: Dr. Mandy Lang and Dr. Deb Stencil

B. 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.

C. APPROVAL OF COMMITTEE MINUTES (JANUARY 17, 2022 MEETING) – Betty Bruski Mallek

Motion by Ms. Vang, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Betty Bruski Mallek**E. ACADEMIC PROGRAMMING** – Dr. Deb Stencil

The Committee reviewed recommendations to approve the Advanced Manufacturing Technology Associate Degree Program and the Mechanical Design Technology Associate Degree Program. Request for approval will occur during the Board meeting.

F. GRADUATION UPDATE – Dr. Mandy Lang

Information regarding Mid-State's May 2022 graduation was shared as well as graduation ceremonies going forward.

G. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 4:28 p.m. with a motion by Ms. Vang, 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, March 21, 2022

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 March 21, 2022 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 FEBRUARY 28, 2022 COMMITTEE MEETING MINUTES (Exhibit H)

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

E. INFORMATIONAL ITEMS

1. Work From Home Program – Dr. Karen Brzezinski
Presentation of Mid-State’s new Work From Home Program including criteria and requirements will be made.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

February 28, 2022

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 4:15 p.m.

ROLL CALL

PRESENT: Lynneia Miller and Richard Merdan

OTHERS: Dr. Karen Brzezinski and Dr. Bobbi Damrow

B. 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.

C. APPROVAL OF COMMITTEE MINUTES (JANUARY 17, 2022 MEETING) – Richard Merdan

Motion by Ms. Miller, seconded by Mr. Merdan, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan**E. COLLEGE-WIDE IN-SERVICE** – Dr. Karen Brzezinski

An update on Mid-State's College-Wide In-Service was provided.

F. UNITED WAY – Dr. Bobbi Damrow

Highlights of Mid-State's District wide United Way Campaign was provided.

G. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:40 p.m. with a motion by Ms. Miller, seconded by Mr. Merdan, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

February Accepted Contract Service Agreements Meeting on March 21, 2022

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146763	Wisconsin Rapids	Business and Industry	Heavy Equipment Maintenance	24	16	4,498.59
146764	Bancroft	Business and Industry	Diesel Maintenance	24	12	6,240.00
146765	Stevens Point	Community Based Organization	Industrial Safety - Forklift Training	4	1	645.00
146766	Plover	Local Governmental Unit	Standard Field Sobriety Training	36	1	2,800.00
146767	Wisconsin Rapids	Business and Industry	Heartsaver First Aid/CPR	8	15	1,990.00
146768	Nekoosa	Business and Industry	HAZWOPER Refresher	8	48	4,360.00
146769	Nekoosa	Business and Industry	Confined Space Rescue	4	24	2,190.00
146770	Stevens Point	Business and Industry	Excel Training	9	10	2,195.00
146771	Nekoosa	Business and Industry	Forklift Certification	4	3	325.00
					Total:	\$25,243.59

February Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - February 2022						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
326	Plover	Government	SFSTs	\$350.00	Accepted	
327	Vesper	Government	EMR Refresher 2022 - 2023	\$2,590.00	Presented	
328	Wisconsin Rapids	Business and Industry	CPR/First Aid/AED	\$1,690.00	Presented	
329	Wisconsin Rapids	Business and Industry	CPR/First Aid	\$1,990.00	Accepted	
330	Stratford	Education	Fundamental Electricity and Safety	\$1,290.00	Presented	
331	Wausau	Business and Industry	Caring for Your Plants	\$950.00	Accepted	
332	Wausau	Business and Industry	Geocaching Basics	\$950.00	Accepted	
333	Nekoosa	Business and Industry	CSRT - March/May 2022	\$5,180.00	Accepted	
334	Nekoosa	Business and Industry	HAZWOPER Refresher - June 2022	\$9,670.00	Accepted	
335	Marshfield	Business and Industry	Conflict Resolution	\$2,190.00	Presented	
336	Nekoosa	Business and Industry	Forklift Training and Certification	\$660.00	Accepted	
TOTAL				\$27,510.00		

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
March 21, 2022 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Requiring Board Action	\$0.00	
<u>Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Not Requiring Board Action	\$0.00	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
IT Department		
Equipment (Cynap project) - BDJtech (El Segundo, CA)	39,054.00	State Contract
Technology Install (Cynap project) - Raptec (Kronenwetter, WI)	34,800.00	Quote
Equipment and Software (Servers & software) - Presidio Networked Solutions, LLC. (Madison, WI)	33,352.67	State Contract
Workforce & Professional Development		
Digital fire extinguisher trainer - Lion First Responder PPE, Inc. (Dayton, OH)	29,998.97	Quote
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$137,205.64	
<u>Mandatory Procurements Not Requiring Board Action</u>		
Lakeshore Technical College WILM expenses (Monthly)	33,672.97	Mandatory
Subtotal for Mandatory Procurements	\$33,672.97	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	\$170,878.61	

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 February 2022						
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						
	141532 IET Grant	State	Establish budgets	59,400.00	56,572.00	2,828.00
	141522 FEMA Firefighter Assistance Grant	Federal	Establish budgets	17,001.00	21,051.00	(4,050.00)
						-
						-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications						
	140194 CARES Institutional	Federal	Increase COVID related budgets to actuals	(357,302.00)	(357,958.00)	656.00
Fund 3 - Capital Projects Fund Budget Notifications						
	141522 FEMA Firefighter Assistance Grant	Federal	Establish budgets	10,000.00	10,000.00	-
Fund 4 - Debt Service Fund Budget Notifications						
			Increase budget to reflect increased borrowing due to parameter resolution	4,125,000.00	4,544,600.00	(419,600.00)
			Increase tax levy budget to actual	347,316.00	-	347,316.00
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications						
	CRRSAA and ARPA funds for Students	Federal	Increase COVID related budgets to actuals	1,550,050.00	1,550,050.00	-
Total Budget Changes For The Month				5,751,465.00	5,824,315.00	(72,850.00)



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2022
 as of February 28, 2022

	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	6,790,876	-	-	6,996,969	-	-	-	-	-	-	-	-	-	-	23.9%	14,201,579
Student Fees	6,587,185	42,400	-	-	-	383,210	-	-	-	-	-	-	-	-	12.2%	7,006,365
State Aid & Grants	16,948,161	-	-	130,000	-	-	-	-	-	-	-	-	-	-	29.6%	15,535,157
Institutional	707,055	770,000	30,000	76,000	1,157,786	6,530,637	-	-	-	-	-	-	-	-	17.2%	9,639,323
Federal	723,607	1,891,612	10,000	-	-	-	-	-	-	-	-	-	-	-	17.1%	5,642,563
Total Revenues	31,756,884	2,704,012	170,000	7,072,969	1,157,786	6,530,637	8,308,110	1,157,786	7,072,969	1,157,786	6,530,637	57,700,398	57,700,398	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	17,871,528	239,347	-	-	260,086	-	-	-	-	-	-	-	-	-	28.2%	18,476,556
Benefits	8,153,286	68,491	-	-	68,301	-	-	-	-	-	-	-	-	-	13.0%	8,715,371
Current Expenditures	6,591,566	1,640,238	-	-	111,149	-	-	-	-	-	-	-	-	-	18.8%	7,649,459
Student Financial Aid & Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7.2%	4,741,537
Reserve	-	-	-	-	814,158	-	-	-	-	-	-	-	-	-	9.3%	6,165,958
Capital Outlay	-	-	-	4,355,458	-	-	-	-	-	-	-	-	-	-	6.6%	5,067,945
Debt Retirement	-	-	-	-	-	-	-	-	11,268,065	-	-	-	-	-	17.0%	6,723,465
Total Expenditures	32,616,380	1,948,076	4,355,458	11,268,065	1,253,694	6,461,500	8,311,960	1,253,694	11,268,065	1,253,694	6,461,500	66,215,133	66,215,133	100.0%	57,540,291	
% of Expenditures by Fund	49.3%	2.9%	6.6%	17.0%	1.9%	9.8%	12.6%	6.6%	17.0%	1.9%	9.8%	100.0%	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	718,802	623,752	1,278,910	2,277,647	22,448,476	22,448,476			22,448,476
Other Sources and Uses:	(859,496)	755,936	(4,185,458)	(4,195,096)	(95,908)	69,137	(3,850)	(4,185,458)	(4,195,096)	(95,908)	69,137	(8,514,735)	(8,514,735)			(5,515,304)
Proceeds from Debt	-	-	5,000,000	4,125,000	-	-	-	5,000,000	4,125,000	-	-	9,125,000	9,125,000			5,000,000
Interfund Transfers In	860,000	-	-	-	-	-	-	-	-	-	-	860,000	860,000			860,000
Interfund Transfers Out	-	(697,076)	-	-	(120,000)	-	(300,000)	-	-	(120,000)	-	(1,117,076)	(1,117,076)			(860,000)
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-			-
Budgets moved between fiscal years	-	-	(857,985)	-	-	-	-	(857,985)	-	-	-	(857,985)	(857,985)			-
Budgeted Ending Fund Equity	10,160,098	120,155	7,024,626	553,656	1,063,002	2,346,784	7,024,626	675,359	553,656	1,063,002	2,346,784	21,943,680	21,943,680			21,933,172



Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2022

as of February 28, 2022

YTD

66.7%

	Internal Sales, Media Services & Self-funded Insurances							Total YTD All Funds	Total Current Budget	% of Actual to Budget
	General Operations & Grants Fund 1	Customized Instruction & Tech Asst Fund 2	Student Financial Assistance & Activity Fund 7	Capital Projects Fund 3	Annual Debt Service Fund 4	Enterprise Units Fund 5	Fund 6			
Local Government	6,916,168	-	-	-	6,996,969	-	-	13,913,137	13,787,845	100.9%
Student Fees	6,220,230	36,770	340,118	-	-	-	-	6,597,118	7,012,795	94.1%
State Aid & Grants	15,494,284	-	704,451	-	-	-	-	16,198,735	17,078,161	94.9%
Institutional	515,833	142,577	305,410	40,262	263,189	995,258	4,142,491	6,405,020	9,949,378	64.4%
Federal	319,686	1,742,880	7,933,380	-	-	-	-	9,995,946	9,872,219	101.3%
Total Revenues	29,466,200	1,922,228	9,283,358	40,262	7,260,158	995,258	4,142,491	53,109,955	57,700,398	92.0%
% of Budget Recognized										
	92.8%	71.1%	111.7%	23.7%	102.6%	86.0%	63.4%	92.0%		

	Internal Sales, Media Services & Self-funded Insurances							Total YTD All Funds	Total Current Budget	% of Actual to Budget
	General Operations & Grants Fund 1	Customized Instruction & Tech Asst Fund 2	Student Financial Assistance & Activity Fund 7	Capital Projects Fund 3	Annual Debt Service Fund 4	Enterprise Units Fund 5	Fund 6			
Salaries and Wages	11,927,530	311,941	148,013	-	-	156,168	-	12,543,653	18,654,950	67.2%
Benefits	5,307,228	104,090	35,992	-	-	45,524	-	5,492,833	8,597,962	63.9%
Current Expenditures	3,958,040	1,505,984	5,782,384	-	-	54,908	738,948	12,040,264	12,431,203	96.9%
Student Financial Aid & Activities	-	-	3,279,244	-	-	-	-	3,279,244	4,741,537	69.2%
Resale	-	-	-	-	-	778,934	3,243,475	4,022,409	6,165,958	65.2%
Capital Outlay	-	-	-	2,881,364	-	-	-	2,881,364	4,355,458	66.2%
Debt Retirement	-	-	-	-	11,268,042	-	-	11,268,042	11,268,065	100.0%
Total Expenditures	21,192,797	1,922,015	9,245,634	2,881,364	11,268,042	1,035,535	3,982,423	51,527,810	66,215,133	77.8%
% of Budget Expended										
	65.0%	98.7%	111.2%	66.2%	100.0%	82.6%	61.6%	77.8%		

Changes in Fund Equity

Actual Fund Equity as of 6/30/21										
Current Revenue over Expenses	10,556,027	85,603	8,065,215	(91,635)	643,413	1,099,528	2,759,696	23,117,848	22,448,476	
Other Sources and Uses:	8,273,403	212	37,725	(2,841,102)	(4,007,884)	(40,277)	160,068	1,582,145	(8,514,735)	
Proceeds from Debt	-	-	-	5,000,000	4,125,000	-	-	9,125,000	9,125,000	
Interfund Transfers In	475,087	136,029	-	-	-	85,960	-	697,076	860,000	
Interfund Transfers Out	-	(697,076)	-	-	-	-	-	(697,076)	(1,117,076)	
Repayment of Debt	-	-	-	-	-	-	-	-	-	
Accrued YTD Fund Equity	19,304,517	(475,231)	8,102,939	2,087,263	760,529	1,145,211	2,919,764	33,824,993	22,801,665	

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
February 28, 2022**

With comparative totals for February 28, 2021

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Rev Operational	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev Non-Aidable	Memorandum only	
								2021-22	2020-21
ASSETS AND OTHER DEBITS									
Cash	\$ 14,658,724	\$ -	\$ 2,191,552	\$ 796	\$ 1,550	\$ 3,315,071	\$ -	\$ 20,167,693	\$ 20,805,875
Investments	-	-	-	-	-	-	7,769,345	7,769,345	7,255,065
Receivables:									
Property taxes	4,494,082	-	-	-	-	-	-	4,494,082	4,468,736
Accounts receivable	1,248,698	26,106	131	-	148,326	-	150,751	1,574,012	1,566,091
Due from other funds	-	-	-	759,734	190,346	-	201,125	1,151,204	1,382,984
Inventories - at cost	-	-	-	-	493,401	-	-	493,401	420,821
Prepaid Assets	-	-	-	-	-	-	-	-	-
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	351,677	(5,235)	-	346,441	414,949
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 20,401,504	\$ 26,106	\$ 2,191,683	\$ 760,529	\$ 1,185,300	\$ 3,309,836	\$ 8,121,221	\$ 35,996,178	\$ 36,314,521
LIABILITIES, FUND EQUITY AND OTHER CREDITS									
LIABILITIES									
Accounts Payable	\$ 22,473	\$ 18,283	\$ 124,420	\$ -	\$ 33,818	\$ -	\$ 5,098	\$ 204,092	\$ 199,692
Accrued Liabilities:									
Wages	-	-	-	-	-	-	-	-	-
Employee related payables	213,315	-	-	-	-	-	-	213,315	484,382
Vacation	565,096	6,031	-	-	6,270	-	13,184	590,581	775,417
Other current liabilities	11,992	-	-	-	-	-	-	11,992	10,579
Due to other funds	284,110	477,023	-	-	-	390,072	-	1,151,204	1,382,984
Deferred Revenues	-	-	-	-	-	-	-	-	-
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	1,096,986	501,337	124,420	-	40,088	390,072	18,282	2,171,185	2,853,054
Fund equity and other credits									
Retained Earnings	-	-	-	-	1,099,528	111,809	6,426	1,217,764	1,266,191
Res for Prepaid Expenditures	30,801	-	-	-	-	-	-	30,801	130,879
Reserve for Self-Insurance	-	-	-	-	-	2,647,886	-	2,647,886	2,329,269
Reserve for Student Gov & Org	-	-	-	-	-	-	99,941	99,941	104,771
Res for Student Fin Assistance	-	-	-	-	-	-	121,568	121,568	14,218
Res for Post-Employ Benefits	-	-	-	-	-	-	7,837,280	8,319,553	6,717,163
Res for Emerg Student Fin Aid	482,274	-	-	-	-	-	-	-	100,176
Res for Emergency Relief Funds	-	-	-	-	-	-	-	-	218,144
Reserve for Capital Projects	-	-	(191,314)	-	-	-	-	(191,314)	4,997,377
Res for Cap Proj - Motorcycle	-	-	99,679	-	-	-	-	99,679	91,210
Reserve for Debt Service	-	-	-	643,413	-	-	-	643,413	628,565
Designated for Operations	7,286,986	36,336	-	-	-	-	-	7,323,322	7,548,612
Des for State Aid Fluctuations	443,997	-	-	-	-	-	-	443,997	383,216
Des for Subsequent Year	2,311,970	49,267	-	-	-	-	-	2,361,237	1,916,777
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	26,446,567
Year-to-date excess revenues(expenditures)	8,748,490	(560,835)	2,158,898	117,116	45,683	160,068	37,725	10,707,145	7,014,900
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 20,401,504	\$ 26,106	\$ 2,191,683	\$ 760,529	\$ 1,185,300	\$ 3,309,836	\$ 8,121,221	\$ 35,996,178	\$ 36,314,521

**RESOLUTION AUTHORIZING ACQUISITION OF EQUIPMENT
AND EXECUTION OF LEASE-PURCHASE DOCUMENTS**

WHEREAS, the Mid-State Technical College District (the "Lessee") has previously entered into a Master Tax-Exempt Lease/Purchase Agreement dated August 30, 2017 (the "Master Agreement") with Key Government Finance, Inc. (the "Lessor"); and

WHEREAS, the Lessee presently wishes to acquire certain items of personal property (the "Equipment") from Lessor under the terms set forth in Property Schedule No. 2002873557 to the Master Agreement (the "Property Schedule"); and

WHEREAS, the Equipment is essential for the Lessee to perform its governmental functions.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD AS FOLLOWS:

Section 1. It is hereby found and determined that the acquisition of the Equipment under the terms and conditions presented to this meeting and incorporated in the Property Schedule are in the best interests of Lessee.

Section 2. The acquisition of the Equipment under the terms set forth in the Master Agreement and the Property Schedule are approved. Lessee intends to continue the Property Schedule and to pay all rental payments thereunder.

Section 3. The Vice President, Information Technology of Lessee (the "Representative") and the District President (the "President"), or either of them, shall be and each hereby is authorized to execute, acknowledge and deliver the Property Schedule and related forms providing for the acquisition of the Equipment from the Lessor under the terms of the Property Schedule, and to include such changes, insertions and omissions thereto, as shall be approved by the Representative and/or the President executing the same, the execution and delivery of the Property Schedule and/or such related forms being conclusive evidence of such approval.

Section 4. The Representative and the President, or either of them, hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Property Schedule.

Section 5. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code"), Lessee hereby specifically designates the Property Schedule as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

Section 6. This Resolution shall be effective immediately upon its approval and adoption.

The undersigned certifies that the above resolution was approved and adopted by the District Board of the Mid-State Technical College District at its meeting held on March 21, 2022, and further that such resolution has not been repealed or amended and remains in full force and effect.

Date: _____, 2022

Mid-State Technical College District

By: _____
Lynneia Miller, Board Secretary

Approval of Hires and Resignations of Contracted Employees March 21, 2022

Resignations

- Megan Sokolowski (effective June 30, 2022)
Instructor, Communication
Retiring

- Joseph Sroda (effective June 30, 2022)
Instructor, Electrical Power Engineering Technician
Retiring

Hires

None