



BOARD OF DIRECTORS MEETING
May 2022

Monday, May 16, 2022
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

- 4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 17)
- 4:15 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 22)
- 4:30 p.m.** – Human Resources & External Relations Committee Meeting; Room A203 (page 24)
- 5:00 p.m.** - Committee-of-the-Whole; Room L133-134 (page 26)
- 5:20 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, May 16, 2022

5:20 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 May 16, 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 APRIL 18, 2022 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON APRIL 20, 2022 BOARD ADVANCE MINUTES (Exhibit B)

G. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit C)

District bills for April 2022 total \$743,720.30 of which \$554,410.38 represents operational expenditures and \$189,309.92 represents capital expenditures. Payroll disbursements for April totaled \$1,481,860.53 plus \$12,006.75 for travel and miscellaneous reimbursements, and

\$624,773.51 in fringe benefits, for a total payroll disbursement of \$2,118,640.79. Administration recommends approval of the payment of these obligations totaling \$2,862,361.09.

2. Contracted Service Agreements (Exhibit M)
The District has entered into sixteen contracted service agreements totaling \$82,931.87. The individual contracts are available for review upon request. Administration recommends approval of these contracts.
3. Procurements for Goods and Services (Exhibit N)
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.

H. CHAIRPERSON'S REPORT – KRISTIN CRASS

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

I. FOUNDATION LIAISON REPORT – BETTY BRUSKI MALLEK

1. Annual Events
2. Activities
3. Board Members and Staff

J. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

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

K. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Charles Spargo
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report (Exhibit O)
 - c. Resolution Authorizing The Issuance Of Not To Exceed \$6,000,000 General Obligation Promissory Notes; And Setting The Sale (Exhibit P)
 - d. Student Life Bid Award
 - e. Mid-State Three-Year Facilities Plan
 - f. Informational Items

1. Enterprise Resource Planning (ERP) Update
2. Finance Implications for Topics in Other Committees

2. Academic & Student Services Committee – Betty Bruski Mallek

- a. Review of Consent Agenda Items
- b. Informational Items
 1. College Accreditation
 2. FY22 Out-of-State Tuition Remission Annual Summary
 3. FY23 Out-of-State Tuition Remission Annual Request
 4. Admit Day

3. Human Resources & External Relations Committee – Richard Merdan

- a. Review of Consent Agenda Items
- b. Informational Items
 1. MindSet Survey Results
 2. Partnership Events Update

L. COMMITTEE-OF-THE-WHOLE – KRISTIN CRASS

1. Resolution to Publish Budget Summary and Notice of Public Hearing (Exhibit P)
2. AMETA Center

M. DISCUSSION & ACTION – KRISTIN CRASS

1. Student Ambassador – Dr. Mandy Lang
Brittany Nelson, Business Management Student, has been named Mid-State Technical College 2022 District Student Ambassador. Ms. Nelson will share her story and perspective as a Mid-State student.

N. ADJOURNMENT – KRISTIN CRASS

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

Wisconsin Rapids Campus	April 18, 2022
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:00 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Craig Gerlach, Richard Merdan, Lynneia Miller, Gordon Schalow, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Kristin Crass

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

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. OPEN FORUM – Richard Merdan

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

E. APPROVAL OF MINUTES

Motion by Mr. Spargo, seconded by Ms. Miller, upon a voice vote, unanimously approved minutes from the board meeting held March 21, 2022.

F. 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 March 2022 were presented in Exhibit B. These bills totaled \$756,022.03 of which \$704,899.90 represents operational expenditures and \$51,122.13 represents capital expenditures. The district's payroll for the month of March totaled \$1,467,938.95 plus \$11,345.36 for travel and miscellaneous reimbursements and \$629,284.93 in fringe benefits. The district's bills and payroll totaled \$2,864,591.27.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146772	Caring for Your Plants	\$ 950.00
146773	Geocaching Basics	\$ 950.00
146774	Electrical Circuits 2	\$ 17,699.00
146775	Intro to Surveying	\$ 2,385.00
146776	Fundamental Electricity and Safety	\$ 1,290.00
146777	Admin Pro Updates	\$ 400.00
146778	Career Exploration – Foster Day	\$ 1,750.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
No procurements required Board action.		

4. District Board Approval of Hires and Resignations of Contracted Staff:
 - Craig Buttke (effective June 30, 2022) – retirement
 - Ryan Petrouske (effective July 1, 2022) – Instructor, Culinary Arts

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Board members were welcomed to the meeting. Ms. Crass asked to be excused.
2. The Spring Boards Association meeting will be held April 28-30 in Milwaukee. In-Service will focus on accreditation. Ms. Bruski Mallek and Dr. Mondeik plan to attend.
3. The District Boards Association sought officer nominations for the 2022-2023 year. Ms. Bruski Mallek is interested in serving a second term as Chairperson. The Nominating Committee will meet in April and Ms. Miller will participate.

Motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote, unanimously approved nomination of Betty Bruski Mallek for District Boards Association Chairperson.

4. ACCT Leadership Congress will be held October 26-29 in New York. Those interested in attending should contact Ms. Susa prior to May 31.
5. The 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.
6. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, May 16, 2022	Board Meeting: following Committee-
Wisconsin Rapids Campus	of-the-Whole

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik highlighted Mid-State's participation in the Higher Learning Commission Annual Conference, including, presentation on Strategic Planning. Five attended on Mid-State's behalf.
2. Recently approved by the UW Board of Regents was a request for Liberal Studies by seven WTCS colleges. Mid-State will begin offering Liberal Studies transfer programming.
3. Mid-State, in partnership with the Wisconsin Paper Council, hosted U.S. Assistant Secretary of Commerce for Economic Development Alejandra Y. Castillo for roundtable discussion. This comes after the coalition was notified of being one of 60 finalists nationwide to reach the second round of grant consideration.
4. Dr. Mondeik reported AMETA meetings continue, conversation with Wood County Sheriffs Department officials was underway to discuss partnership as they build a new facility and the Stevens Point Community Foundation held a session focused on education that Dr. Mondeik and UWSP Chancellor Gibson participated in.
5. The WTCS Board and Presidents Association will meet in May in Madison.

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. FY2021-2022 Budget Amendment: A summary of all budget modifications for the year are contained in the resolution for consideration. Amendments were reviewed by the committee and highlighted for the Board.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Notice of 2021-22 Budget Amendment as presented:

WHEREAS, the 2021-22 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 14, 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 and to adjust expense budgets; and

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

WHEREAS, the Capital Projects budget was adjusted to accommodate the reallocation of capital budgets within departments and functions, to reflect current year project estimates and to modify and add grants; and

WHEREAS, the Debt Service Fund budget was adjusted to accommodate the payment of debt costs; 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 2021-22 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	613,936	19,102,404
General	Instructional Resources	(6,621)	1,186,233
General	Student Services	236,114	4,473,426
General	General Institutional	224,706	5,641,996
General	Physical Plant	5,000	2,215,601
Special Revenue - Operational	Instruction	(124,753)	900,786
Special Revenue - Operational	General Institutional	1,150,819	1,150,819
Special Revenue - Operational	Physical Plant	(23,978)	1,485
Capital Projects	Instruction	(315,237)	1,543,086
Capital Projects	Instructional Resources	99,935	206,285
Capital Projects	Student Services	(3,262)	91,818
Capital Projects	General Institutional	(206,080)	825,637

Capital Projects	Physical Plant	(287,843)	1,688,632
Debt Service	Physical Plant	4,544,600	11,268,065
Enterprise	Auxiliary Services	0	1,253,694
Internal Service	Auxiliary Services	0	6,461,500
Special Revenue – Non-Aidable	Student Services	2,875,800	8,022,789
Special Revenue – Non-Aidable	General Institutional	0	289,171
Total Appropriations	Operating Expenditures	\$8,783,136	\$66,323,427

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

BE IT FURTHER RESOLVED that the 2021-22 amended budget be used as the official comparison to the proposed 2022-23 budget; 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.

- c. ADAMS SINGLE SITE DESIGNATION: Mid-State’s Adams Campus received approval from the Higher Learning Commission to become an additional location, consistent with the additional location designations for the Marshfield and Stevens Point Campuses. This designation provide the ability for full academic program offerings at the Adams Campus. This would allow separation from the Wisconsin Rapids Campus and funding to be allocated as such. Administration requests approval of the following resolution requesting WTCS Board approval of Single Site Designation.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved the following Resolution For Single Site Designation Of The Mid-State Adams Campus:

WHEREAS, the appraised value of the Adams site exceeds the minimum requirement for Single Site designation, and

WHEREAS, the distance to the Adams site from any other Mid-State campus exceeds the minimum requirement for Single Site designation, and

WHEREAS, the Adams site has been recognized by the Higher Learning Commission as an additional location of Mid-State Technical College, and

WHEREAS, the Adams site has potential to impact the significantly trailing post-secondary attainment rate of their residents as compared to other Wisconsin areas through added programming and services, and

WHEREAS, the College foresees the need to decouple the Adams site from the Wisconsin Rapids Campus due to the shared borrowing limitations to make future improvements.

BE IT RESOLVED, that the Mid-State Technical College Board approves of requesting Single Site designation for the Mid-State Adams site.

NOW, THEREFORE, BE IT RESOLVED that the Mid-State Technical College Board requests approval of the Adams Campus designation from the Wisconsin Technical College System Board.

- d. COURSE REGISTRATION UPDATE: An update to Mid-State's course registration options allows for continuing education and non-program course takers to register online without the manual entry or payment collection process by college staff. This IT project recently went live. The system will continue to be evaluated.
 - e. HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF): Mid-State received approximately \$12 million of total funding from HEERF. Direct student support was highlighted. An extension for spending was granted to June 2023. With a remaining \$2 million to spend, Mid-State will continue to work toward recovery from COVID.
 - f. FY2021-2022 REVENUE AND EXPENSE FORECAST: Revenues and expenditures were highlighted. Currently, the college is above revenue projections and below expenditure budget.
 - g. SPECIAL FY23 BUDGET MEETING: The Special Operational Budget Meeting will be held May 4 at 4:00 p.m. in Wisconsin Rapids. All Board members are invited to attend. Approval of the budget will be sought in June following a Public Hearing.
 - h. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
 - a. OUTREACH AND STUDENT SUCCESSES: The committee reviewed recent college outreach activities and student successes that have impacted recruitment and retention. Outreach activities include hosting regional FFA Career Development Competition and College and Career Fair. Current student successes include: five state winners in the Business Professionals of America competition, ten podium finishes in the Skills USA competition and 98.2% pass rate for 2021 nursing graduates on their NCLEX exam.
 - b. GRADUATE PLACEMENT: 2021 data shows strong graduate placement in alignment with WTCS statistics. Survey results found an increase in salary among graduates and a 90% satisfaction for education received.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan
 - a. EMPLOYEE ENGAGEMENT EVENTS: Mid-State recently deployed the Mind-Set Employee Survey. Results will be available to the Board in May. In addition, planning is underway for a Retiree Luncheon on campus as well as Mid-State Night at the Rafters (game and picnic).

J. COMMITTEE-OF-THE-WHOLE

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

K. DISCUSSION & ACTION

1. AMETA AND EDA VISIT: An update on Mid-State's Advanced Manufacturing, Engineering Technology and Apprenticeship Center project was provided. Updated renderings and

sponsorship list were shared. In addition, additional highlights of U.S. Assistant Secretary of Commerce for Economic Development Alejandra Y. Castillo's visit to Mid-State were provided.

L. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:14 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Schalow, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE
BOARD ADVANCE MEETING MINUTES

Wisconsin Rapids Campus	April 20, 2022
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 8:04 a.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Lynneia Miller, Gordon Schalow, Charles Spargo, and Are Vang

OTHERS: Dr. Karen Brzezinski, Greg Bruckbauer, Marg Coker-Nelson, Brian DeWitt, Dr. Bobbi Damrow, Mary Jo Green, Heather Huebner, Dr. Mandy Lang, Dr. Shelly Mondeik, Lisa Rowe-Peplinski, Brad Russell, Jill Steckbauer, Dr. Deb Stencil, Angie Susa, Julie Trowbridge and Shelly Weichelt

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. SPRING BOARD ADVANCE

Advance topics included:

- Introductions
- Mid-State Student Demographics
- Articulation – An Important Pathway
- Phishing and Spam Email
- Diversity, Equity and Inclusion – What is Happening at Mid-State?
- Apprenticeship – Supporting the “Earn While you Learn” Model

D. ADJOURNMENT – Richard Merdan

There being no further development or business, the meeting adjourned at 11:59 a.m. with a motion by Mr. Merdan, upon a voice vote.

 Lynneia Miller, Secretary
 Mid-State Technical College Board

 Angela R. Susa
 Recording Secretary

Paid Invoice Listing for April 2022

Account	Descr	Name	Sum Amount	Notes
2107	Accounts Payable-Bookstore	DIGICOPY INC	3,989.32	
2129	Emergency Funding Foundation	MID-STATE TECHNICAL COLLEGE FOUNDATION	1,500.00	
4119	Personal Prop.Tax Levy Refunds	CITY OF MARSHFIELD	111.02	
4119	Personal Prop.Tax Levy Refunds	CITY OF STEVENS POINT	139.27	
4119	Personal Prop.Tax Levy Refunds	VILLAGE OF PLOVER	98.65	
4217	Aid in Lieu of Prop Taxes-DNR	TOWN OF EAU PLEINE	7.61	
4594	Criminal Research Fee	WI DEPT OF JUSTICE	410.00	
4692	Scholarship Revenue	MID-STATE TECHNICAL COLLEGE FOUNDATION	1,692.00	
5201	Travel - Meeting Expenses	KOBUSSEN BUSES LTD	937.82	
5201	Travel - Meeting Expenses	MID-STATE AG CLUB	140.00	
5201	Travel - Meeting Expenses	PORTAGE COUNTY BUSINESS COUNCIL INC	600.00	
5201	Travel - Meeting Expenses	US BANK-PCARD	9,754.79	
5204	Meals	US BANK-PCARD	586.59	
5205	Lodging	US BANK-PCARD	1,170.88	
5210	Staff Development Expense	US BANK-PCARD	6,775.00	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	161.55	
5213	Dues_Memberships_Subscriptions	James C. DuCanto, M.D.	475.00	
5213	Dues_Memberships_Subscriptions	MARSHFIELD AREA CHAMBER OF COMMERCE	229.00	
5213	Dues_Memberships_Subscriptions	MARSHFIELD ROTARY CLUB	55.00	
5213	Dues_Memberships_Subscriptions	SUNRISE ROTARY	150.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	621.28	
5213	Dues_Memberships_Subscriptions	WNA SERVICES CO	92.00	
5230	Instructional Supplies	AIRGAS USA LLC	205.12	
5230	Instructional Supplies	ALRO STEEL CORPORATION	239.51	
5230	Instructional Supplies	FIRST SUPPLY LLC-PLOVER	2,198.30	
5230	Instructional Supplies	LONDERVILLE STEEL ENTERPRISES INC	3,685.00	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	1,068.11	
5230	Instructional Supplies	MSC INDUSTRIAL SUPPLY INC	45.00	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	110.07	
5230	Instructional Supplies	REINHART FOODSERVICE INC	508.09	
5230	Instructional Supplies	US BANK-PCARD	13,785.86	
5231	Noninstructional Supplies	BRILLIANT MARKETING AND CONSULTING, LLC	10,774.40	
5231	Noninstructional Supplies	BURT TROPHY & AWARDS INC	86.75	
5231	Noninstructional Supplies	CENTRAL RIVERS FARMSHED	2,000.00	
5231	Noninstructional Supplies	DCS NETLINK	525.00	
5231	Noninstructional Supplies	FEDEX	7.54	
5231	Noninstructional Supplies	GRAINGER INC	87.80	
5231	Noninstructional Supplies	INSIGHT FS	1,740.37	
5231	Noninstructional Supplies	MADA EMB & SCREEN PRINTING	155.08	
5231	Noninstructional Supplies	MERCER TOOL CORP.	97.71	
5231	Noninstructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	122.45	
5231	Noninstructional Supplies	MSC INDUSTRIAL SUPPLY INC	62.98	
5231	Noninstructional Supplies	NASSCO, INC.	7,171.31	
5231	Noninstructional Supplies	O'REILLY AUTOMOTIVE INC	40.96	
5231	Noninstructional Supplies	PARAGON DEVELOPMENT SYSTEMS INC	190.00	
5231	Noninstructional Supplies	RESPONDER SERVICES LLC	141.00	
5231	Noninstructional Supplies	TURN PIKE GREENHOUSE	229.45	
5231	Noninstructional Supplies	US BANK-PCARD	35,441.64	Multiple Charges
				Infant high-fidelity manikins. Deals with PO#2022000125. This was approved at the Oct. 2021 Board meeting.
5232	Minor Equipment	CAE HEALTHCARE INC	52,047.36	
5232	Minor Equipment	CURRENT TECHNOLOGIES INC	501.73	
5232	Minor Equipment	DINGES FIRE COMPANY	2,337.20	
5232	Minor Equipment	LUDECA INC	8,600.00	
5232	Minor Equipment	PARAGON DEVELOPMENT SYSTEMS INC	190.00	
5232	Minor Equipment	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	17,699.11	

Paid Invoice Listing for April 2022

Account	Descr	Name	Sum Amount	Notes
5232	Minor Equipment	RESPONDER SERVICES LLC	279.95	
5232	Minor Equipment	US BANK-PCARD	12,671.60	
5233	Library Acq - Reference Books	US BANK-PCARD	547.13	
5234	Postage	QUADIENT FINANCE USA INC.	500.00	
5234	Postage	US BANK-PCARD	495.62	
5261	Noninstr Dup_Prnt_Graphics	US BANK-PCARD	555.34	
5271	Advertising_Promotions	FASTSIGNS 629	812.50	
5271	Advertising_Promotions	HEART OF WISCONSIN	500.00	
5271	Advertising_Promotions	NEWS PUBLISHING COMPANY, INC	900.00	
5271	Advertising_Promotions	QUALITY RESOURCE GROUP, INC.	583.41	
5271	Advertising_Promotions	SPECTRA PRINT CORPORATION	360.02	
5271	Advertising_Promotions	STEVENS POINT ALLIANCE, INC.	300.00	
5271	Advertising_Promotions	US BANK-PCARD	5,025.45	
5271	Advertising_Promotions	WATEA	1,500.00	
5271	Advertising_Promotions	WISCONSIN MEDIA	1,053.70	
5271	Advertising_Promotions	WOOD AREA HOLSTEINS	200.00	
5281	Repairs	CDW GOVERNMENT INC	200.00	
5281	Repairs	HEARTLAND BUSINESS SYSTEMS	2,011.88	
5281	Repairs	MSC INDUSTRIAL SUPPLY INC	245.56	
5281	Repairs	PIEPER ELECTRIC, INC.	740.00	
5281	Repairs	US BANK-PCARD	1,137.37	
5283	Building Repair	AIR FILTRATION SPECIALISTS LLC	474.14	
5283	Building Repair	BRAUN TK ELEVATOR	2,902.50	
5283	Building Repair	DOORWORKS INC	658.50	
5283	Building Repair	JRH MASONRY, LLC	1,290.00	
5283	Building Repair	PRECISION GLASS & DOOR LLC	880.00	
5283	Building Repair	QUALITY DOOR & HARDWARE INC	112.06	
5283	Building Repair	SCHULIST'S CUSTOM CABINETS INC	537.00	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	1,226.22	
5283	Building Repair	US BANK-PCARD	254.14	
5283	Building Repair	WINSUPPLY OF WISCONSIN RAPIDS CO #286	19.04	
5283	Building Repair	WISCONSIN MECHANICAL SOLUTIONS, INC.	6,216.11	
5284	Grounds Repair	BOHN TRUCKING & EXCAVATING INC	105.00	
5284	Grounds Repair	US BANK-PCARD	103.17	
5290	Teacher Certification	US BANK-PCARD	800.00	
5351	Other Contracts and Services	ABR EMPLOYMENT SERVICES	2,590.00	
5351	Other Contracts and Services	ACCREDITATION REVIEW COUNCIL	300.00	
5351	Other Contracts and Services	ASCENSION ST MICHAEL'S HOSPITAL, INC.	2,573.83	
5351	Other Contracts and Services	BADGER-LAND SURVEY, LLC	750.00	
5351	Other Contracts and Services	Boardman & Clark LLP	5,818.50	
5351	Other Contracts and Services	CAHIIM	4,000.00	
5351	Other Contracts and Services	CONCENTRA	60.00	
5351	Other Contracts and Services	CURRENT TECHNOLOGIES INC	2,640.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	5,662.92	
5351	Other Contracts and Services	GROUNDWORKS DETAIL SERVICE LLC	15,071.19	
5351	Other Contracts and Services	HAY CREEK PALLET COMPANY, INC.	1,040.00	
5351	Other Contracts and Services	HEARTLAND BUSINESS SYSTEMS	617.50	
5351	Other Contracts and Services	HIRERIGHT LLC	923.85	
5351	Other Contracts and Services	HealthCheck360	1,301.86	
5351	Other Contracts and Services	James C. DuCanto, M.D.	1,000.00	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	22,543.43	
5351	Other Contracts and Services	PREMIER POND SERVICES INC	3,463.00	
5351	Other Contracts and Services	PROPERTY WORKS LLC	484.25	
5351	Other Contracts and Services	SALESFORCE.COM, INC.	24,911.50	
5351	Other Contracts and Services	SHRED IT	66.00	
5351	Other Contracts and Services	SOUTH CENTRAL LIBRARY SYSTEM	560.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,686.28	
5351	Other Contracts and Services	STANTEC CONSULTING SERVICES INC	6,941.75	
5351	Other Contracts and Services	STERICYCLE INC	227.07	

Paid Invoice Listing for April 2022

Account	Descr	Name	Sum Amount	Notes
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	1,765.00	
5351	Other Contracts and Services	THE LANDSCAPERS LLC	1,664.27	
5351	Other Contracts and Services	THE UNIVERSITY OF TEXAS AT AUSTIN	5,680.00	
5351	Other Contracts and Services	US BANK-PCARD	298.52	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	88.36	
5351	Other Contracts and Services	WOLTER, INC.	900.80	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	2,452.40	
5351	Other Contracts and Services	WTCS FOUNDATION INC	6,500.00	
5351	Other Contracts and Services	WiLS	6,102.21	
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	350.00	
5352	Maintenance Contracts	BAUERNEFIND BUSINESS TECHNOLOGIES INC	2,720.28	
5352	Maintenance Contracts	E O JOHNSON INC	246.27	
5355	Hardware maint annual agreemen	US BANK-PCARD	1,447.50	
5357	Software maint annual agreemen	BURLINGTON ENGLISH INC	200.00	
5357	Software maint annual agreemen	PIEPER ELECTRIC, INC.	1,663.55	
5357	Software maint annual agreemen	US BANK-PCARD	1,671.45	
5357	Software maint annual agreemen	WISCNET	1,360.00	
5357	Software maint annual agreemen	ZUMASYS, INC.	320.35	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	9,416.67	
5419	Facilities Rental	US BANK-PCARD	68.80	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,250.79	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,627.49	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	19,733.73	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	3,749.30	
5453	Sewer_Water	CITY OF ADAMS WATER & SEWER UTILITIES	281.87	
5453	Sewer_Water	MARSHFIELD UTILITIES	630.54	
5453	Sewer_Water	STEVENS POINT PUBLIC UTILITIES	1,380.52	
5453	Sewer_Water	WATER WORKS & LIGHTING COMMISSION	2,379.98	
5454	Heat	BLUE EDGE ENERGY LLC	843.68	
5454	Heat	TWIN EAGLE RESOURCE MANAGEMENT LLC	8,277.66	
5454	Heat	WE ENERGIES	6,322.54	
5454	Heat	WI PUBLIC SERVICE CORP	1,799.66	
5455	Telephone	AT&T	964.93	
5455	Telephone	FRONTIER NORTH INC	2,348.76	
5455	Telephone	PIONEER TELEPHONE	43.91	
5455	Telephone	SOLARUS	2,666.63	
5455	Telephone	US CELLULAR	1,898.46	
5456	Garbage Pickup	ADAMS COUNTY SOLID WASTE	40.75	
5456	Garbage Pickup	GFL ENVIRONMENTAL	3,199.92	
5456	Garbage Pickup	WASTE MANAGEMENT CORP	763.84	
5501	Student Activity_Club Expense	BUSINESS PROFESSIONALS OF AMERICA	1,016.00	
5501	Student Activity_Club Expense	IMAGES EMBROIDERY	899.86	
5501	Student Activity_Club Expense	MINNTEX, INC.	730.05	
5501	Student Activity_Club Expense	US BANK-PCARD	1,120.30	
5502	Student Senate	SNOWBARGER, JEFFREY E.	200.00	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	261.78	
5661	Institutional Support	WI RAPIDS RAFTERS	10,000.00	
5661	Institutional Support	WISCONSIN RAPIDS KIWANIS FOUNDATION	400.00	
5699	Other Expenditures	GALLAGHER BASSETT SERVICES INC	1,250.00	
5699	Other Expenditures	US BANK-PCARD	1,000.00	
5701	Books Resale	AUGUST LEARNING SOLUTIONS, LLC	565.38	
5701	Books Resale	CENGAGE LEARNING	175.00	
5701	Books Resale	JONES & BARTLETT LEARNING LLC	1,799.10	
5701	Books Resale	MBS SERVICE COMPANY INC	93.84	
5701	Books Resale	REDSHELF, INC	789.67	
5701	Books Resale	THE DOUGLAS STEWART COMPANY	235.02	
5701	Books Resale	US BANK-PCARD	23.38	
5701	Books Resale	VINDY	6,682.44	
5701	Books Resale	WING AERO PRODUCTS, INC.	144.46	

Paid Invoice Listing for April 2022

Account	Descr	Name	Sum Amount	Notes
5702	Resale Expense	4 IMPRINT INC	1,121.72	
5702	Resale Expense	CIRCUIT SPECIALISTS	9,964.50	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	1,776.41	
5702	Resale Expense	STREICHER'S	4,955.40	
5702	Resale Expense	US BANK-PCARD	2,046.87	
5706	Internal Sales	US BANK-PCARD	2,886.65	
5707	Freight	FEDEX	84.95	
5707	Freight	US BANK-PCARD	8.00	
5708	Outgoing Freight	FEDEX	85.48	
5708	Outgoing Freight	US BANK-PCARD	14.57	
5711	Book Rental Purchase	MBS SERVICE COMPANY INC	1,176.00	
5831	Building Remodeling and Improv	ASCENT CONSTRUCTION, LLC	16,308.85	
5831	Building Remodeling and Improv	COMMUNICATIONS-CABLING-NETWORKING	5,795.01	
5831	Building Remodeling and Improv	CURRENT TECHNOLOGIES INC	653.80	
5831	Building Remodeling and Improv	EAGLE CONSTRUCTION COMPANY INC	13,122.00	
5831	Building Remodeling and Improv	HENRICKSEN & COMPANY, INC.	12,815.33	
5831	Building Remodeling and Improv	TWEET/GAROT MECHANICAL INC	1,354.12	
5833	Capital Repairs & Replacements	PER MAR SECURITY SERVICES	20,838.00	
5841	Furniture and Equipment	DINGES FIRE COMPANY	17,398.95	
5841	Furniture and Equipment	US BANK-PCARD	1,904.67	
5842	Computers and Comp Software	CDW GOVERNMENT INC	1,116.44	
5842	Computers and Comp Software	LAKESHORE TECHNICAL COLLEGE	315.00	
5842	Computers and Comp Software	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	29,908.75	Student Data Center & Virtualization Equipment. PO# 2022000113. Board approved August 16, 2021.
5842	Computers and Comp Software	SALESFORCE.COM, INC.	67,779.00	Pardot. Appoved in original FY2022 budget.
5971	Agent, Legal and Other Fees	ASSOCIATED TRUST COMPANY, NA	3,364.58	
		Total	701,524.74	
2105	Refund Clearing	Total Financial Aid/Student Refunds	42,195.56	
		Total Payments for the month of April	743,720.30	
		Capital	189,309.92	
		Operational	\$ 554,410.38	

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, May 16, 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 May 16, 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 APRIL 18, 2022 COMMITTEE MEETING MINUTES (Exhibit E)

D. ACTION ON MAY 4, 2022 SPECIAL COMMITTEE MEETING MINUTES (Exhibit F)

E. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll (Exhibit C)

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 M)

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 N)

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.

F. TREASURER'S REPORT – GREG BRUCKBAUER

Each financial report (Exhibit O) 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.

G. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$6,000,000 GENERAL OBLIGATION PROMISSORY NOTES; AND SETTING THE SALE (Exhibit P)– GREG BRUCKBAUER

Administration is requesting authority to issue up to \$6,000,000 in general obligation promissory note to finance budgeted capital expenditures for facilities, grounds and equipment in FY23. During the June meeting, the Board will be asked to approve the official sale of these notes. Proceeds will be distributed shortly after the July sale. Representatives from Robert W. Baird, Inc., Mid-State's financial advisor, prepared the college's financing plan which will be distributed during the meeting, along with the authorizing resolution prepared by Mid-State's bond counsel Quarles & Brady. Administration is recommending board action not authorize the borrowing of up to \$6,000,000.

H. STUDENT LIFE BID AWARD – MATT SCHNEIDER

Information concerning the results of the sealed bid opening for remodeling of student life. Board action approving the award to the winning bidder is requested.

I. MID-STATE THREE-YEAR FACILITIES PLAN

Annually, each WTCS District is required to prepare and submit a Three-Year Facilities Plan to the WTCS Board. This plan will be presented with a request to approve for submission.

J. INFORMATIONAL ITEMS

1. Enterprise Resource Planning (ERP) Update – Brad Russell

An update of the selected provider of the new ERP Solution, as approved in the FY23 Capital Budget, 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.

K. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

April 18, 2022

A. CALL TO ORDER – Charles Spargo

The meeting was called to order at 4:05 p.m.

ROLL CALL

PRESENT: Gordon Schalow and Charles Spargo

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

B. 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.

C. APPROVAL OF COMMITTEE MINUTES (MARCH 21, 2022 MEETING) – Charles Spargo

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

D. APPROVAL OF SPECIAL COMMITTEE MINUTES (MARCH 21, 2022 MEETING) – Charles Spargo

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

E. REVIEW OF CONSENT AGENDA ITEMS – Gordon Schalow

Consent Agenda items were reviewed. No action was taken.

F. TREASURER'S REPORT – Greg Bruckbauer

Financial Reports were shared and discussed. No action taken.

G. FY 2021-2022 BUDGET AMENDMENT – Greg Bruckbauer

A Resolution for amending the FY21-22 budget was presented and discussed. Action will be requested by the full board during the regular meeting.

H. ADAMS SINGLE SITE DESIGNATION – Greg Bruckbauer

Information was shared related to designation of the Adams Campus as a single site. Action will be requested by the full board during the regular meeting.

I. COURSE REGISTRATION UPDATE – Brad Russell

An update on the course registration project was provided. No action was taken.

J. HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) – Greg Bruckbauer

An update on HEERF was provided. No action was taken.

K. FY2021-2022 REVENUE AND EXPENSE FORECAST – Greg Bruckbauer

A status update on the FY21-22 funding forecast was provided. No action was taken.

L. SPECIAL FY23 BUDGET MEETING – Greg Bruckbauer

The FY23 Budget Meeting will be held May 4 at 4:00 p.m. No action was taken.

I. ADJOURNMENT – Charles Spargo

There being no further action or business, the meeting adjourned at 4:46 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE AND INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	May 4, 2022
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A. CALL TO ORDER – Charles Spargo

The meeting was called to order at 4:04 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, and Charles Spargo

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Greg Bruckbauer, Dr. Mandy Lang, Dr. Shelly Mondeik, Brad Russell, Dr. Chris Severson, Angie Susa, and Brenda Swan

B. 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.

C. FY23 BUDGET PRESENTATION – Executive Leadership Team

Mid-State's proposed FY23 Budget was presented. Presentation to the full board will occur during the regular meeting on May 16, 2022.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a voice vote, unanimously approved acceptance of Administrations' FY23 Proposed Budget and requested presentation to the full board during its May 16, 2022 meeting.

D. ADJOURNMENT – Charles Spargo

There being no further action or business, the meeting adjourned at 5:48 p.m. with a motion 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, May 16, 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 May 16, 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 (MARCH 21, 2022 MEETING) (Exhibit H) – BETTY BRUSKI MALLEK

D. REVIEW OF CONSENT AGENDA ITEMS – BETTY BRUSKI MALLEK

E. INFORMATIONAL ITEMS

1. College Accreditation – Dr. Deb Stencil
College accreditation was highlighted at the Spring District Board's Association meeting. Follow up information will be provided related to Mid-State's Higher Learning Commission accreditation cycle.
2. FY22 Out-of-State Tuition Remission Annual Summary – Dr. Mandy Lang
The WTCS President authorizes District Boards to delegate authority to submit requests to the System President for authorization to remit out-of-state tuition for needy and worthy students. The Mid-State District Board has delegated this authority to Vice President of Student Services and Enrollment Management Dr. Mandy Lang. Individuals holding delegated authority are required to report actual remissions to the District Board annually. During the 2021-2022 academic year, no out-of-state tuition was remitted.
3. FY23 Out-of-State Tuition Remission Annual Request – Dr. Mandy Lang
The WTCS President authorizes District Boards to delegate authority to submit requests to the System President for authorization to remit out-of-state tuition for needy and worthy students. The Mid-State District Board has delegated this authority to Dr. Lang. Mid-State Technical College will not be requesting authority from the WTCS President to remit any out-of-state tuition for the 2022-2023 academic year.
4. Admit Day – Dr. Mandy Lang
Highlights of the 2022 Admit Day event will be shared.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
ACADEMIC & STUDENT SERVICES COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	April 18, 2022
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A. CALL TO ORDER – Betty Bruski Mallek

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

ROLL CALL

PRESENT: Betty Bruski Mallek and Craig Gerlach

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 (MARCH 21, 2022 MEETING) – Betty Bruski Mallek

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

D. REVIEW OF CONSENT AGENDA ITEMS – Betty Bruski Mallek

E. OUTREACH AND STUDENT SUCCESSES – Dr. Deb Stencil

Information regarding recent outreach opportunities and current student successes were shared. No action was taken.

F. GRADUATE PLACEMENT – Dr. Mandy Lang

Information regarding Mid-State's graduate placement data was shared. No action was taken.

G. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 4:31 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, May 16, 2022

4:30 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 May 16, 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 APRIL 18, 2022 COMMITTEE MEETING MINUTES (Exhibit H)

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

E. INFORMATIONAL ITEMS

1. MindSet Survey Results – Dr. Karen Brzezinski
Results from Mid-State’s Employee Engagement Survey, MindSet, will be discussed.
2. Partnership Events Update – Dr. Bobbi Damrow
Partnership Update – Wisconsin Rapids Rafters 2022 Partnership Event Schedule

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

April 18, 2022

A. CALL TO ORDER – Richard Merdan

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

ROLL CALL

PRESENT: Richard Merdan and Lynneia Miller

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 (February 28, 2022 MEETING) – Richard Merdan

Motion by Ms. Miller, seconded by Mr. Merdan, upon a voice vote, unanimously approved the minutes as presented for February 28, 2022 and March 21, 2022.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan**E. EMPLOYEE ENGAGEMENT EVENTS** – Dr. Karen Brzezinski

An update on Mid-State's recent and upcoming employee engagement events were shared. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:45 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

COMMITTEE-OF-THE-WHOLE

Monday, May 16, 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. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This May 16, 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 L) – KRISTIN CRASS

D. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING (Exhibit P) – GREG BRUCKBAUER

During the special meeting held on May 4, 2022, the College presented details of the proposed FY23 budget to the Finance & Infrastructure Committee. The committee affirmed the college's proposal and directed staff to present it in summary during the May board meeting.

A summary of budget changes and highlights will be provided. Prior to the special committee meeting, a narrative and other budget documents were distributed. Exhibit P contains a recommended resolution authorizing the college to publish a budget summary and notice of Public Hearing. The Public Hearing will be held on June 20, 2022 at 4:45 p.m. Following the committee's report-out by Mr. Bruckbauer, the college is requesting Board action to approve the Resolution.

E. AMETA CENTER – DR. BOBBI DAMROW

An update on the AMETA Center project will be provided.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
COMMITTEE-OF-THE-WHOLE 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 5:03 p.m.

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 Vilcinskas

B. 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.

C. APPROVAL OF COMMITTEE MINUTES (JANUARY 17, 2022 MEETING) – Kristin Crass

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

D. MID-YEAR DASHBOARD – Dr. Shelly Mondeik

Mid-State's 2021-2022 Mid-Year Dashboard was presented and discussed.

E. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 5:15 p.m. with a motion by Mr. Merdan, seconded by Ms. Vang, upon a voice vote.

Lynneia Miller, Secretary
 Mid-State Technical College Board

Angela R. Susa
 Recording Secretary

April Accepted Contract Service Agreements Meeting on May 16, 2022

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146779	Wisconsin Rapids	Community Based Organization	Intro to Milling Machines	72	14	6,360.00
146780	Wisconsin Rapids	Community Based Organization	CNC Mills Set Up And Operations	72	14	6,360.00
146781	Wisconsin Rapids	Community Based Organization	Safety, Measurement & Layout	36	14	3,180.00
146782	Stevens Point	Business and Industry	Professional Skills	30	24	12,460.00
146783	Wisconsin Rapids	Public Educational Institution- Postsecondary	Print Reading for Welding	36	12	4,000.00
146784	Wisconsin Rapids	Public Educational Institution- Postsecondary	Gas Metal Arc Welding: Introduction	108	12	12,006.75
146785	Madison	State of Wisconsin	Phlebotomy Confirmatory Draw	12	16	5,575.00
146786	Marshfield	Business and Industry	BLS-Basic Life Support Provider	6	11	1,390.00
146787	Nekoosa	Public Educational Institution- K-12	Dual Modality Workshop	30	20	5,550.00
146788	Wisconsin Rapids	Public Educational Institution- Postsecondary	Dual Credit Instructor Development	4	20	500.00
146789	Plover	Business and Industry	Tracheostomy Care & Suctioning	4	4	990.00
146790	Marshfield	Business and Industry	Hearstover CPR AED	4	18	1,990.00
146791	Wisconsin Rapids	Business and Industry	Overview TIG/MIG Welding for Ind	24	12	4,000.00
146792	Plover	Business and Industry	Automation 1 - Beginning PLC	72	20	9,005.06
146793	Plover	Business and Industry	Electrical Controls for Industrial Automation	72	20	9,005.06
146794	Wausau	Multiple State Government Units	Specialized Fire Topics	3	25	560.00
					Total:	\$82,931.87

April Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - April 2022						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	Contract Amount
348	Wisconsin Rapids	Business and Industry	IMT Monthly Training - Fall 2022	\$4,795.00	Presented	
349	Wisconsin Rapids	Business and Industry	Lifting and Rigging Training - Fall 2022	\$5,995.00	Presented	
350	Wisconsin Rapids	Business and Industry	Mobile Crane Training - Fall 2022	\$6,195.00	Presented	
351	Wisconsin Rapids	Business and Industry	First Aid, CPR/AED Training - Fall 2022	\$7,995.00	Presented	
352	Stevens Point	Business and Industry	Professional Skills - Spring 2022	\$12,460.00	Accepted	
353	Varies by participant	Education	Certificate in Teaching Adults	\$118.00	Accepted	
354	Stevens Point	Business and Industry	DEI Training - Respecting Personal Pronouns	\$2,490.00	Presented	
355	Marshfield	Business and Industry	CPR / AED Training	\$630.00	Presented	
356	Pittsville	Business and Industry	English Language Learner Training	\$7,875.00	Presented	
357	Marshfield	Business and Industry	BLS Training New Certifications	\$1,390.00	Accepted	
358	Plover	Business and Industry	Hearstover First Aid/CPR	\$4,295.00	Approved	
359	Stevens Point	Business and Industry	CPR/AED (2 Options Proposed)	\$790.00	Presented	
360	Madison	Government	Blood Draw Training	\$5,575.00	Accepted	
361	Marshfield	Business and Industry	CPR/AED	\$1,990.00	Accepted	
362	Marshfield	Business and Industry	H&S Manufacturing Leadership Development	\$500.00	Presented	
363	Wisconsin Rapids	Education	Dual Credit Instructor Development Summer 2022	\$7,454.00	Presented	
364	Wisconsin Rapids	Business and Industry	Nursing Assistant Training Course	\$18,590.00	Presented	
365	Wisconsin Rapids	Government	Youth Justice Career Exploration	\$890.00	Presented	
366	Wausau	Government	Technical Rescue Awareness	\$745.00	Presented	
367	Plover	Business and Industry	Tracheostomy Care & Suctioning	\$990.00	Accepted	
368	Wisconsin Rapids	Education	Fostering New Skills	\$800.00	Accepted	
369	Wisconsin Rapids	Business and Industry	Training Courses for 2022-2023	\$18,690.00	Presented	
370	Varies by participant	Business and Industry	Medication Assistant	\$14,915.00	Presented	
371	Marshfield	Business and Industry	Healthcare Training - WAT 2022	\$66,599.00	Presented	
TOTAL				\$192,766.00		

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
May 16, 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>		
Student Services		
Licensing fees - Pardot (Salesforce) (San Francisco, CA)	38,250.00	Quote
Additional Contacts - Pardot (Salesforce) (San Francisco, CA)	9,180.00	Quote
Integration & Fees - Pardot (Salesforce) (San Francisco, CA)	20,349.00	Quote
IT Department		
Equipment and Software - Presidio (Madison, WI)	29,908.75	State Contract
School of Protective & Human Services		
Manikins - CAE Healthcare, (El Sarasota, FL)	52,047.36	State Contact
Subtotal for Procurements Approved in Budget Process		
Not Requiring Board Action	\$149,735.11	
<u>Mandatory Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Mandatory Procurements	\$0.00	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	\$149,735.11	

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 April 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	141970 Workforce Innovation Grant	Federal	Establish budgets Increase budget for consulting services in preparation for EDA grant (EIS)	22,410.00	22,410.00	-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications	140194 CARES Institutional	Federal	Increase COVID related budgets to actuals	227,450.00	227,614.00	(164.00)
Fund 3 - Capital Projects Fund Budget Notifications						
Fund 4 - Debt Service Fund Budget Notifications						
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications			Increase budget for invoice payments	-	3,342.00	(3,342.00)
Total Budget Changes For The Month				249,860.00	263,366.00	(13,506.00)



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2022
as of April 30, 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	-	-	-	-	-	-	-	-	-	-	23.7%	14,201,579
Student Fees	6,587,185	42,400	-	383,210	-	-	-	-	-	-	-	-	-	-	12.1%	7,006,365
State Aid & Grants	16,948,161	-	130,000	-	-	-	-	-	-	-	-	-	-	-	29.4%	15,535,157
Institutional	710,335	770,000	30,000	76,000	-	-	-	-	-	-	-	-	-	-	17.1%	9,639,323
Federal	746,017	2,224,076	10,000	7,247,000	-	-	-	-	-	-	-	-	-	-	17.6%	5,642,563
Total Revenues	31,782,574	3,036,476	170,000	7,072,969	1,157,786	6,530,637	58,058,552	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	17,953,504	239,347	-	283,989	-	-	-	-	-	-	-	-	-	-	28.1%	18,476,556
Benefits	8,143,467	68,491	-	307,884	-	-	-	-	-	-	-	-	-	-	12.9%	8,715,371
Current Expenditures	6,555,099	1,972,866	-	100,250	-	-	-	-	-	-	-	-	-	-	14.8%	7,649,459
Student Financial Aid & Activities	-	-	-	7,619,837	-	-	-	-	-	-	-	-	-	-	11.4%	4,741,537
Resale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9.3%	6,165,958
Capital Outlay	-	-	-	4,355,458	-	-	-	-	-	-	-	-	-	-	6.5%	5,067,945
Debt Retirement	-	-	-	11,271,407	-	-	-	-	-	-	-	-	-	-	16.9%	6,723,465
Total Expenditures	32,652,070	2,280,704	4,355,458	11,271,407	1,253,694	6,461,500	66,586,793	100.0%								57,540,291
% of Expenditures by Fund	49.0%	3.4%	6.5%	16.9%	1.9%	9.7%	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	22,448,476										
Other Sources and Uses:	(869,496)	755,772	(4,185,458)	(4,198,438)	(95,908)	69,137	(8,528,241)										
Proceeds from Debt	-	-	5,000,000	4,125,000	-	-	9,125,000										
Interfund Transfers In	860,000	-	-	-	-	-	860,000										
Interfund Transfers Out	-	(697,076)	-	-	(120,000)	-	(1,117,076)										
Repayment of Debt	-	-	-	-	-	-	-										
Budgets moved between fiscal years	-	-	(857,985)	-	-	-	(857,985)										
Budgeted Ending Fund Equity	10,150,098	119,991	675,359	550,314	1,063,002	2,346,784	21,930,174										21,933,172

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
April 30, 2022**

With comparative totals for April 30, 2021

ASSETS AND OTHER DEBITS

	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
Cash	\$ 11,726,681	\$ -	\$ 1,937,289	\$ 1,020	\$ 1,550	\$ 3,531,236	\$ -	\$ 17,197,777	\$ 17,013,846
Investments	-	-	-	-	-	-	7,629,252	7,629,252	7,431,444
Receivables:									
Property taxes	3,903,036	-	-	-	-	-	-	3,903,036	4,075,198
Accounts receivable	2,414,915	75,442	413	-	112,523	-	232,964	2,836,257	2,782,870
Due from other funds	-	-	-	756,369	111,491	60,172	172,585	1,100,618	1,164,233
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	\$ 18,044,633	\$ 75,442	\$ 1,937,702	\$ 757,390	\$ 1,070,642	\$ 3,586,173	\$ 8,034,802	\$ 33,506,783	\$ 33,303,360

LIABILITIES, FUND EQUITY AND OTHER CREDITS

	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
Liabilities									
Accounts Payable	\$ 54,688	\$ 15,043	\$ 135,736	\$ -	\$ 2,566	\$ -	\$ 9,738	\$ 217,771	\$ 220,105
Accrued Liabilities:									
Wages	-	-	-	-	-	-	-	-	-
Employee related payables	242,808	-	-	-	-	-	-	242,808	288,886
Vacation	558,300	6,031	-	-	(2,148)	-	13,184	575,367	749,966
Other current liabilities	11,590	-	-	-	-	-	-	11,590	12,014
Due to other funds	234,966	561,605	-	-	304,047	-	-	1,100,618	1,164,233
Deferred Revenues	1,793,534	1,012	3,529	-	-	-	93,608	1,891,683	2,140,186
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	2,895,886	583,691	139,265	-	418	304,047	116,529	4,039,837	4,575,389
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	482,274	-	-	-	-	-	7,837,280	8,319,553	6,717,163
Res for Emerg Student Fin Aid	-	-	-	-	-	-	-	-	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)	4,592,720	(593,853)	1,890,072	113,976	(29,305)	522,430	(146,942)	6,349,099	2,281,404
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 18,044,633	\$ 75,442	\$ 1,937,702	\$ 757,390	\$ 1,070,642	\$ 3,586,173	\$ 8,034,802	\$ 33,506,783	\$ 33,303,360

RESOLUTION TO PUBLISH THE 2022-23 BUDGET

BE IT HEREBY RESOLVED that authority be given to the administration of Mid-State Technical College to publish, at least fifteen days prior to the Public Hearing, the Budget Summary and Notice of Public Hearing for Mid-State Technical College for 2022-23, with an expenditure budget totaling \$65,230,608. The Public Hearing will be held on June 20, 2022, at 4:45 p.m.