

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus	May 16, 2022
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:43 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek (via phone), Kristin Crass, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach and Lynneia Miller

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, John Eric Hoffmann, Dr. Mandy Lang, Natasha Miller, Brittany Nelson, Brad Russell, Matt Schneider, Jill Steckbauer, Dr. Deb Stencil, Angie Susa, and Mike Vilcinskas

C. OPEN MEETING CERTIFICATION – Kristin Crass

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

D. OPEN FORUM – Kristin Crass

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

E. APPROVAL OF MINUTES

Motion by Mr. Merdan, seconded by Mr. Schalow, upon a voice vote with Ms. Crass abstaining, unanimously approved minutes from the board meeting held April 18, 2022.

Motion by Mr. Merdan, seconded by Mr. Spargo, upon a voice vote with Ms. Crass abstaining, unanimously approved minutes from the Board Advance held April 20, 2022.

F. CONSENT AGENDA

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

1. The district's bills for the month of April 2022 were presented in Exhibit B. These bills totaled \$743,720.30 of which \$554,410.38 represents operational expenditures and \$189,309.92 represents capital expenditures. The district's payroll for the month of April totaled \$1,481,860.53 plus \$12,006.75 for travel and miscellaneous reimbursements and \$629,284.93 in fringe benefits. The district's bills and payroll totaled \$2,862,361.09.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146779	Intro to Milling Machines	\$6,360.00
146780	CNC Mills Set Up and Operations	\$ 6,360.00
146781	Safety, Measurement & Layout	\$ 3,180.00
146782	Professional Skills	\$ 12,460.00
146783	Print Reading for Welding	\$ 4,000.00
146784	Gas Metal Arc Welding: Introduction	\$ 12,006.75
146785	Phlebotomy Confirmatory Draw	\$ 5,575.00
146786	BLS-Basic Life Support Provider	\$ 1,390.00

146787	Dual Modality Workshop	\$ 5,550.00
146788	Dual Credit Instructor Development	\$ 500.00
146789	Tracheostomy Care and Suctioning	\$ 990.00
146790	Heartsaver CPR AED	\$ 1,990.00
146791	Overview TIG/MIG Welding for Ind	\$ 4,000.00
146792	Automation 1 – Beginning PLC	\$ 9,005.06
146793	Electrical Controls for Industrial Automation	\$ 9,005.06
146794	Specialized Fire Topics	\$ 560.00

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.		

G. CHAIRPERSON'S REPORT – Kristin Crass

1. Board members were welcomed to the meeting. Ms. Miller and Mr. Gerlach asked to be excused. Ms. Bruski Mallek joined the meeting by phone.
2. The Summer Boards Association meeting will be held July 21-23 in Wausau. Additional details will be forthcoming. Please connect with Ms. Susa if you would like to attend.
3. ACCT Leadership Congress will be held October 26-29 in New York. Those interested in attending should contact Ms. Susa prior to May 31.
4. The Spring Board Advance was held for District Board and Foundation Board members on Wednesday, April 20 at the Wisconsin Rapids Campus. Comments around topics of cyber security and diversity, equity and inclusion were provided.
6. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, June 20, 2022	Board Meeting: following Committee-
Wisconsin Rapids Campus	of-the-Whole

H. FOUNDATION REPORT – Betty Bruski Mallek

1. An update regarding the Employee Giving Campaign was provided. Total dollars raised increased over last year.
2. Foundation Events in 2022 were highlighted.
3. High school scholarship applications were highlighted. Awards are currently in process. In addition, new and continuing scholarships for fall are available.
4. Foundation outreach activities have included a career accelerator campaign, high school 4th quarter promotion and 1-2-3 for Free.
5. 2004 Alumni, Renae Sigall, was named to Wisconsin's 48 Most Influential Black Leaders 2021 list. The award highlights leadership and diversity across Wisconsin. Renae was Mid-State's Spring Commencement Community Keynote Speaker and was featured in the Spring Mid-State Connect.

6. New Board members, Jen Oswald – Mission Coffee, Wisconsin Rapids; Amanda Jones – Delta Dental, Stevens Point; Charissa Lager, Mediaworks, Wisconsin Rapids and April Niemi, CAP Services, Early Childhood Development began service on the Foundation Board.

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik recognized Joe Shroda and Megan Sokolowski as long serving faculty members of Mid-State Technical College and recent retirees.
2. Dr. Mondeik highlighted recent campus activities including graduation, Phi Theta Kappa, Law Enforcement graduation, Paramedic graduation, Nursing pinning and student leadership activities. College Conversations were recently concluded.
3. Mid-State has partnered in the community and continues to meet with potential partners for the AMETA project.
4. The WTCS Board and Presidents Association will meet in tomorrow in Madison.

J. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.
 - b. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$6,000,000 GENERAL OBLIGATION PROMISSORY NOTES; AND SETTING THE SALE: Administration requested authority to issue up to \$6,000,000 in general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds, and equipment in FY23. Representatives from Robert W. Baird, Inc., Mid-State's financial advisor, prepared the college's financing plan which was distributed along with the authorizing resolution prepared by Mid-State's bond counsel Quarles & Brady.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, unanimously approved the following Resolution Authorizing The Issuance Of Not To Exceed \$6,000,000 General Obligation Promissory Notes; And Setting The Sale:

WHEREAS, the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") is presently in need of \$4,881,584 for the public purpose of paying the cost of acquiring movable equipment; in the amount of \$535,916 for the public purpose of paying the cost of building remodeling and improvement projects; in the amount of \$500,000 for the public purpose of paying the cost of construction of a new building at the Stevens Point Campus; and in the amount of \$82,500 for the public purpose of paying the cost of site improvements; and there are insufficient funds on hand to pay said costs;

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

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

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$4,881,584 for the public purpose of paying the cost of acquiring movable equipment; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$535,916 for the public purpose of paying the cost of building remodeling and improvements projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$500,000 for the public purpose of paying the cost of construction of a new building at the Stevens Point Campus; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$82,500 for the public purpose of paying the cost of site improvements; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed SIX MILLION DOLLARS (\$6,000,000) from Robert W. Baird & Co. Incorporated (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed SIX MILLION DOLLARS (\$6,000,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

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

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

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

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and

approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notices provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded May 16, 2022.

- c. STUDENT LIFE BID AWARD: Mid-State received one bid for #806 Student Life Remodel Project. Project scope and highlights were provided for remodeling what was the EDC space into a Student Life space.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, unanimously approved Ascent Construction in the amount of \$40,240 for the Student Life Remodel Project on the Wisconsin Rapids Campus.

- d. 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. The plan was presented to the Board and projects highlighted throughout.

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote, unanimously approved Mid-State's Three-Year (FY23, FY24, and FY25) Facilities Plan as presented.

- e. ENTERPRISE RESOURCE PLANNING (ERP) UPDATE: Mid-State has conducted an ERP assessment. Upon review and consideration, Anthology will be utilized effective June 1, 2022.

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

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. COLLEGE ACCREDITATION: As a follow-up to the Spring District Boards Association topic of College Accreditation, an update was provided specific to Mid-State's Higher Learning Commission accreditation cycle.

- b. FY22 OUT-OF-STATE TUITION REMISSION ANNUAL SUMMARY: During the 2021-2022 academic year, no out-of-state tuition was remitted.

- c. FY23 OUT-OF-STATE TUITION REMISSION ANNUAL REQUEST: No out-of-state tuition remission was requested for the 2022-2023 academic year.

- d. ADMIT DAY: Sixty students attended Admit Day from more than five district high schools. Three scholarships were provided during the event. Last year, Adams High School was the only participating school.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan

- a. MINDSET SURVEY RESULTS: Mid-State conducted the MindSet Employee Engagement Survey. Results for this year and compared to the last survey were shared.

- b. PARTNERSHIP EVENTS UPDATE: Highlights of Mid-State's partnership with the Wisconsin Rapids Rafters organization were provided. This year, Mid-State will host a community event at the Wisconsin Rapids Campus that includes Rafter's players interacting with youth.

K. COMMITTEE-OF-THE-WHOLE

- 1. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING: A summary of budget changes and highlights was provided. The recommended resolution

authorizes the college to publish a budget summary and notice of Public Hearing. The Public Hearing will be held June 20, 2022 at 4:45 p.m.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, unanimously approved the following Resolution To Publish Budget Summary And Notice Of Pubic Hearing:

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.

2. AMETA CENTER: An update regarding Mid-State's Advanced Manufacturing, Engineering Technology and Apprenticeship (AMETA) Center was provided. A dedication event is being planned for July 22 at the AMETA Center site. Final approval of the project will be sought from the WTCS Board during their July meeting.

L. DISCUSSION & ACTION

1. STUDENT AMBASSADOR: Mid-State's Student Ambassador, Brittany Nelson, shared her story and perspective as a student and recent graduate.

M. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 6:53 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