

**MID-STATE TECHNICAL COLLEGE  
DISTRICT BOARD PUBLIC HEARING MINUTES**

Wisconsin Rapids Campus

June 20, 2023

- A. CALL TO ORDER** – In Place of Chairperson Richard Merdan, Betty Bruski Mallek  
The Public Hearing was called to order at 5:02 p.m.
- B. ROLL CALL**  
PRESENT: Betty Bruski Mallek, Lynneia Miller (via Teams at 5:04 p.m.), Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik  
  
EXCUSED: Richard Merdan  
  
OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie (via Teams) Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa
- C. OPEN MEETING CERTIFICATION** – Betty Bruski Mallek  
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.
- D. PUBLIC HEARING** – Betty Bruski Mallek
- E. PRESENTATION OF THE DISTRICT BUDGET** – Greg Bruckbauer  
Mr. Bruckbauer presented the FY24 budget in summary to the Board of Directors and meeting guests.
- F. PUBLIC TESTIMONY**  
No one wished to provide testimony.
- G. ADJOURNMENT** – Betty Bruski Mallek  
The Public Hearing adjourned at 5:11 p.m. (Motion by Mr. Spargo; Seconded by Mr. Schalow)

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

Wisconsin Rapids Campus

June 20, 2023

- A. CALL TO ORDER** – In Place of Chairperson Richard Merdan, Betty Bruski Mallek  
The meeting was called to order at 5:30 p.m.
- B. ROLL CALL**  
PRESENT: Betty Bruski Mallek, Lynneia Miller (via Teams at 5:04 p.m.), Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik  
  
EXCUSED: Richard Merdan  
  
OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie (via Teams) Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa
- C. OPEN MEETING CERTIFICATION** – Betty Bruski Mallek  
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

**D. OPEN FORUM** – Betty Bruski Mallek

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

**E. APPROVAL OF MINUTES**

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a voice vote, approved minutes from the board meeting held May 15, 2023 as presented.

**F. CONSENT AGENDA**

Motion by Mr. Whitmore, seconded by Mr. Spargo, upon a roll call vote (Miller – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Merdan – Yes), approved the following consent agenda items:

1. The district's bills for the month of May 2023 were presented in Exhibit B. These bills totaled \$1,086,525.86 of which \$517,224.84 represents operational expenditures and \$569,301.02 represents capital expenditures. The district's payroll for the month of May totaled \$1,575,093.81 plus \$21,882.41 for travel and miscellaneous reimbursements and \$631,289.86 in fringe benefits. The district's bills and payroll totaled \$3,314,791.94.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146952	Blood Draw Refresher	\$ 649.00
146953	Lifting and Rigging	\$ 2,790.00
146954	Mobile Crane Safety	\$ 2,500.00
146955	Improving Communication Skills	\$ 1,090.00
146956	Excel Training – Intermediate Apps	\$ 7,262.82
146957	Medication Assistant	\$ 3,000.00
146958	Forklift Train the Trainer	\$ 2,480.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
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No procurements to approve at this time.

4. District Board Approval of Hires and Resignations of Contracted Staff:

- Josie Stoflet (effective June 30, 2023) – resignation
- Lauren Ebbecke (effective June 30, 2023) – resignation
- Grace Irwin-Bates (effective July 1, 2023) – Instructor, Nursing Assistant
- Thomas Ekstrand (effective July 1, 2023) – Instructor, Medical Assistant
- Kayla Johnson (effective July 1, 2023) – Instructor, Medical Assistant
- Roxanne Wetterau (effective July 1, 2023) – Instructor, Communication
- Lisa Massen (effective July 1, 2023) – Instructor, Nursing

**G. CHAIRPERSON'S REPORT** – Betty Bruski Mallek

1. Mr. Merdan asked to be excused. Ms. Miller joined via Teams.
2. The Summer Boards Association meeting will be held July 20-22 at Fox Valley Technical College and Hilton Paper Valley Hotel. Anyone interested in attending should contact Ms. Susa to make proper arrangements.
3. ACCT Leadership Congress will be held October 9-12 in Nevada. Theme is “Building a Legacy – Uplifting Students and Transforming Communities”. Ms. Bruski Mallek and Mr. Merdan plan to attend. Those interested in attending should contact Ms. Susa to make arrangements.
4. Mid-State's Board Appointment Meeting was held last week. Ryan Zietlow of the Stevens Point YMCA was appointed to fulfil the interim two-year term in the Employer position. He is expected to be seated

in July or August. Another appointment process will be initiated in search of an Elected Official member.

5. Future meeting dates (times unless otherwise announced):  

<b>MONTHLY MEETING</b> Monday, July 10, 2023 Wisconsin Rapids Campus	<b>Committee-of-the-Whole:</b> 3:30 p.m. <b>Board Meeting:</b> Following Committee-of-the-Whole
<b>MONTHLY MEETING</b> Monday, August 21, 2023 Wisconsin Rapids Campus	<b>Committee-of-the-Whole:</b> 5:00 p.m. <b>Board Meeting:</b> Following Committee-of-the-Whole

**H. FOUNDATION REPORT** – Dr. Karen Brzezinski & Micki Dirks-Luebbe

1. Ms. Micki Dirks-Luebbe was announced as the interim Foundation Director. An update on staffing and Foundation structure was provided.
2. Foundation Golf Event initial results and feedback were shared.
3. An Employee Alumni event will be held this week and will focus on Alumni Association feedback.

**I. PRESIDENT'S REPORT** – Dr. Shelly Mondeik

1. Dr. Mondeik introduced new Vice President of Academics Dr. Chris Severson. She also highlighted the Executive Leadership Team Retreat for the Board.
2. Community activities were highlighted. Activities included hosting the Wisconsin Rapids Rafters and community in a Rafters and Cuts for Kids event. Over 200 participated with 90 receiving free haircuts.
3. The WTCS Presidents Association held their annual Strategic Planning session on June 8. Presidents Association has been focusing efforts on recent legislation that would greatly alter technical colleges funding.

**J. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
  - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
  - b. FY24 BUDGET RESOLUTION: Presentation of the FY24 Budget was made. The Public Hearing was held prior to this meeting. Budget details were presented during a special meeting held May 3 and again presented to the full Board on May 15.

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Miller – Yes, Bruski Mallek – Yes), approved the resolution contained below, as presented.

WHEREAS, Mid-State Technical College prepared a budget for the fiscal year 2024, necessary to provide educational services to the citizens, industries and communities within the College's boundaries; and

WHEREAS, the outstanding indebtedness of the College, as of July 1, 2023, consists of \$24,475,000 in promissory notes and \$2,890,000 in general obligation bonds;

WHEREAS, the anticipated revenues for the FY24 budget consist of \$14,140,022 from Local Government, \$19,273,786 from State Aids, \$7,338,661 from Student Fees, \$9,226,671 from Institutional Sources, and \$7,512,583 from the Federal Government; and

WHEREAS, other funding sources for the FY24 budget consist of \$6,000,000 in proceeds from long-term debt; and

WHEREAS, the estimated retained earnings and fund balances as of July 1, 2023, consist of \$10,957,540 in the General Fund, \$106,099 in the Special Revenue Fund - Aidable, \$6,093,784 in the Special Revenue Fund - Non-Aidable, \$1,191,933 in the Capital Projects Fund, \$965,863 in the Debt Service Fund, \$879,130 in the Enterprise Fund, and \$2,943,652 in the Internal Service Fund;

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the appropriations for the FY24 budget consisting of the following fund types and functions:

In the General Fund - \$19,803,458 for Instruction, \$1,140,818 for Instructional Resources, \$4,560,520 for Student Services, \$6,159,863 for General Institutional, and \$2,219,487 for Physical Plant;

In the Special Revenue Fund - Aidable - \$1,086,330 for Instruction, and \$1,485 for Physical Plant;

In the Special Revenue Fund - Non-Aidable - \$8,273,204 for Student Services and \$291,903 for General Institutional;

In the Capital Projects Fund - \$1,074,529 for Instruction, \$512,613 for Instructional Resources, \$195,000 for Student Services, \$3,053,665 for General Institutional, and \$1,665,548 for Physical Plant;

In the Debt Service Fund - \$7,180,530 for Physical Plant;

In the Enterprise Fund - \$1,283,626 for Auxiliary Services; and,

In the Internal Service Fund - \$5,991,149 for Auxiliary Services.

BE IT FURTHER RESOLVED that the approval includes any modifications to the FY24 budget resulting from public input during the Public Hearing, and formally endorsed by the board.

BE IT FURTHER RESOLVED that this FY24 budget be submitted, as approved, to the Wisconsin Technical College System Board prior to July 1, 2023, as required by State Statutes 38.12(5m).

- c. MID-STATE THREE-YEAR FACILITIES PLAN REVIEW: Annually, each WTCS District is required to prepare and submit a Three-Year Facilities Plan to the WTCS Board. The plan was presented and discussed.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a voice vote, approved the Mid-State Technical College Three-Year Facilities Plan as presented.

- d. RESOLUTION AUTHORIZING ACQUISITION OF IT NETWORKING EQUIPMENT AND EXECUTION OF LEASE-PURCHASE DOCUMENTS: During the FY24 Special Capital Budget meeting held on March 20, 2023, administration presented a request for IT Networking Equipment. With project approval, financing is now being requested. Details were shared and discussed.

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a roll call vote (Vang - Yes, Whitmore - Yes, Miller - Yes, Schalow - Yes, Spargo - Yes, Bruski Mallek - Yes), approved the following Resolution Authorizing The Acquisition Of IT Networking Equipment and Execution of Lease-Purchase Documents contained below.

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. 2003407934 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 as 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 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.

- e. BOND RATING UPDATE: An update on Mid-State’s Bond Rating by Moody’s Investor Services was provided. Mid-State remains at a Aa1 rating.
  - f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
- a. MEAT CUTTING AND BUTCHERY CERTIFICATE COMPLETERS: Highlights of Mid-State’s first Meat Cutting and Butchery Certificate program completers were provided. Funding was provided by the Department of Agriculture, Trade and Consumer Protection and the Wisconsin Technical College System and through collaboration with Auburndale High School. This graduating co-hort was the first in the state.
  - b. K-12 AND UNIVERSITY PARTNER MEETING: Information about the 2023 K-12 and University Partner Meeting was shared. The event was focused on celebrating partnerships and providing information about how Mid-State fits in the student pathway.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
  - a. RETIREE RECEPTION: The annual Retiree Reception was held in a luncheon and social format for retirees. Approximately 50 attended.
  - b. AMETA UPDATE: An update on Mid-State's AMETA project was provided. The final beam was placed this afternoon following a topping off ceremony and signatures by donors.

**K. COMMITTEE-OF-THE-WHOLE** – Betty Bruski Mallek

1. HLC ACCREDITATION SUSTAINABILITY PLAN UPDATE: A presentation on Mid-State's HLC Accreditation Sustainability Plan was made. The plan includes four areas of focus – multi-location site visit, educating faculty and staff, monitoring and sustaining assessment and Strategic Plan and hosting program accreditation site visits.

**L. DISCUSSION & ACTION**

1. OPPORTUNITY DEVELOPMENT CENTER (ODC) GRADUATION: Mid-State welcomed Adults with Disabilities in collaboration with ODC to the Stevens Point Campus for classes. A celebration of the students success was held at a graduation ceremony on May 19.

**M. CLOSED SESSION** – Betty Bruski Mallek

The Board will entertain a motion to convene to closed session, under Section 19.85(1)(c), Wisconsin Statutes, for the following purpose:

- To discuss the President's Evaluation

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.

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

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a roll call vote, unanimously approved reconvening in open session at 7:32 p.m.

Ms. Bruski Mallek announced that Closed Session was held and focused on Dr. Mondeik's evaluation. No action was taken as a result of Closed Session.

**N. ADJOURNMENT** – Betty Bruski Mallek

There being no further action or business of the Board, the meeting adjourned at 7:33 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote.

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Lynneia Miller, Secretary

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Angela R. Susa