



BOARD OF DIRECTORS MEETING
March 2024

Monday, March 18, 2024
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

- 4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 3)
- 4:15 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 6)
- 4:15 p.m.** – Human Resources & External Relations Committee Meeting; Room A203 (page 8)
- 5:00 p.m.** – Committee-of-the-Whole Meeting; Room L133-134 (page 10)
- Immediately Following Committee-of-the-Whole – Board Meeting;** Room L133-134 (page 12)

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.

INDEX

1. FINANCE & INFRASTRUCTURE COMMITTEE Agenda – March 18, 2024.....	Page 3
2. Finance & Infrastructure Committee Meeting Minutes – February 19, 2024	Page 5
3. ACADEMIC & STUDENT SERVICES COMMITTEE Agenda – March 18, 2024.....	Page 6
4. Academic & Student Services Committee Meeting Minutes – February 19, 2024.....	Page 7
5. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE Agenda – March 18, 2024.....	Page 8
6. Human Resources & External Relations Committee Meeting Minutes – February 19, 2024	Page 9
7. COMMITTEE-OF-THE-WHOLE Agenda – March 18, 2024	Page 10
8. Committee-of-the-Whole Meeting Minutes – February 19, 2024.....	Page 11
9. BOARD MEETING Agenda – March 18, 2024.....	Page 12
10. Board Meeting Minutes – February 19, 2024	Page 15
11. Payment of Bills and Payroll	Page 19
12. Contracted Service Agreements	Page 22
13. Procurements for Goods and Services.....	Page 23
14. Financial Reports.....	Page 26
15. Resolution for the EDA Grant Match – Adams Campus Expansion Project.....	Page 30

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, March 18, 2024

4:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – GORDON SCHALOW

B. OPEN MEETING CERTIFICATION – GORDON SCHALOW

This March 18, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. ACTION ON FEBRUARY 19, 2024 COMMITTEE MEETING MINUTES (Voice Vote) – GORDON SCHALOW

D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll

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

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

Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.

E. TREASURER'S REPORT – GREG BRUCKBAUER

F. EDA GRANT MATCH – GREG BRUCKBAUER

A grant application requesting funding support from the Economic Development Administration (EDA) was found to have merit for consideration of an Economic Adjustment Assistance (EAA) grant. If awarded, an

equal match commitment from the College is required. Funding the match will be discussed along with a request for approval of a Resolution.

G. INFORMATIONAL ITEMS

1. 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.

H. ADJOURNMENT (Voice Vote) – GORDON SCHALOW

**MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Gordon Schalow

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

ROLL CALL

PRESENT: Gordon Schalow and Charles Spargo

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

B. OPEN MEETING CERTIFICATION – Gordon Schalow

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

C. ACTION ON NOVEMBER 20, 2023; DECEMBER 18, 2023; AND JANUARY 15, 2024 COMMITTEE MEETING MINUTES – Gordon Schalow

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

D. REVIEW OF CONSENT AGENDA ITEMS – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Treasurer's Report was provided for FY24. No action was taken.

F. RFP #821 – AMETA CENTER FURNITURE PACKAGE #2 – Greg Bruckbauer

Results of RFP #821 – AMETA Center Furniture Package #2 were presented and discussed. No action was taken.

G. INFORMATIONAL ITEMS – Charles Spargo

1. ANTHOLOGY: An update on the implementation of Anthology as Mid-State's new Enterprise Resource Planning System was provided. No action was taken.
2. FY25 CAPITAL BUDGET PLANNING: An update on Mid-State's FY25 Capital Budget planning was provided.
3. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

H. ADJOURNMENT – Gordon Schalow

There being no further action or business, the meeting adjourned at 4:42 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, March 18, 2024

4:15 p.m.

Mid-State Wisconsin Rapids Campus Room A112
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – ARE VANG

B. OPEN MEETING CERTIFICATION – ARE VANG

This March 18, 2024 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 19, 2024 MEETING) (Voice Vote) – ARE VANG

D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG

E. ACADEMIC PROGRAMMING – DR. CHRIS SEVERSON

The College will seek Board approval to take the following actions related to academic programming:

- *Concept and Program Approval – Dental Hygienist Associate Degree*
- *Program Approval – Human Resources Associate Degree*
- *Shared Program Approval – Radiography Associate Degree*

F. INFORMATIONAL ITEMS

G. ADJOURNMENT (Voice Vote) – ARE VANG

**MID-STATE TECHNICAL COLLEGE
ACADEMIC AND STUDENT SERVICES COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Are Vang

The meeting was called to order at 4:17 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Are Vang, and Ryan Zietlow

OTHERS: Dr. Mandy Lang, and Dr. Chris Severson

B. OPEN MEETING CERTIFICATION – Are Vang

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 15, 2024) – Are Vang

Motion by Mr. Zietlow, seconded by Ms. Vang, upon a voice vote, unanimously approved minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang

E. INFORMATIONAL ITEMS

1. WTCS Changes that Impact Operation Budget– Dr. Chris Severson
Changes made by the Wisconsin Technical College System that will have an impact on college operations were reviewed for the Board. No action was taken.
2. 2024 Wisconsin Act 89 – Dr. Chris Severson
Recently signed legislation aimed at bolstering the dental and oral hygiene workforce through Wisconsin’s Technical Colleges was highlighted. Discussion regarding potential impact and future planning was held. No action was taken.
3. Winterim Report – Dr. Mandy Lang
Mid-State’s Winterim 2024 class and enrollment information was provided. No action was taken.

F. ADJOURNMENT – Are Vang

There being no further action or business, the meeting adjourned at 4:47 p.m. with a motion by Mr. Zietlow, seconded by Ms. Bruski Mallek.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, March 18, 2024

4:15 p.m.

Mid-State Wisconsin Rapids Campus Room A203
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This March 18, 2024 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 19, 2024) (Voice Vote) – RICHARD MERDAN

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

E. INFORMATIONAL ITEMS

1. College-Wide In-Service Recap – Dr. Karen Brzezinski
A recap of the recent Spring College-Wide In-Service will be provided.

F. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Richard Merdan

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

ROLL CALL

PRESENT: Richard Merdan and Terry Whitmore

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 (November 20, 2023; December 18, 2023; and January 15, 2024) – Richard Merdan

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

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan

E. INFORMATIONAL ITEMS

1. Mid-State Foundation Employee Giving Campaign – Dr. Karen Brzezinski
An update on Mid-State Foundation’s Employee Giving Campaign – Groovy Giving, was provided. Opportunities to give throughout February were provided. No action was taken.
2. Central Wisconsin Deays – Dr. Bobbi Damrow
Information about Mid-State’s participation in Central Wisconsin Days was shared. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:35 p.m. with a motion by Mr. Whitmore, seconded by Mr. Merdan.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, March 18, 2024

5:00 p.m.

Mid-State Wisconsin Rapids Campus; Room L133-134
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This March 18, 2024 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 19, 2024 Meeting) (Voice Vote) – RICHARD MERDAN

D. FEDERAL FINANCIAL AID UPDATES – DR. MANDY LANG

Federal Financial Aid changes for 2024-2025, including Gainful Employment, will be shared with the Board.

E. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

**MID-STATE TECHNICAL COLLEGE
COMMITTEE-OF-THE-WHOLE MEETING MINUTES**

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:01 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore, Ryan Zietlow and Dr. Shelly Mondeik

OTHERS: Jill Bancroft, Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, Lea Ann Turner, and Angie Susa

B. OPEN MEETING CERTIFICATION – Richard Merdan

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

C. APPROVAL OF COMMITTEE MINUTES (JANUARY 15, 2024 MEETING) – Richard Merdan

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

D. 2023-2024 MID-YEAR DASHBOARD– Dr. Shelly Mondeik

Mid-State President Dr. Shelly Mondeik presented the 2023-2024 Mid-Year Dashboard. Highlights included enrollment, employee engagement and workforce development trainings.

E. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 5:11 p.m. with a motion by Mr. Spargo, seconded by Ms. Vang, upon a voice vote.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

DISTRICT BOARD OF DIRECTORS

Monday, March 18, 2024

Immediately Following Committee-of-the-Whole

Mid-State Wisconsin Rapids Campus; Room L133-134

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This March 18, 2024, 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 – RICHARD MERDAN

The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.

Ground rules regarding public comment on Board agenda item(s):

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

E. ACTION ON FEBRUARY 19, 2024 BOARD MEETING MINUTES (Voice Vote) – RICHARD MERDAN

F. ACTION ON CONSENT AGENDA (Roll Call Vote) – RICHARD MERDAN

1. Payment of Bills and Payroll

District bills for February 2024 total \$2,870,524.99 of which \$1,699,335.13 represents operational expenditures and \$1,171,189.86 represents capital expenditures. Payroll disbursements for February totaled \$1,633,419.30 plus \$18,279.17 for travel and miscellaneous reimbursements, and \$622,975.29 in fringe benefits, for a total payroll disbursement of \$2,274,673.76. Administration recommends approval of the payment of these obligations totaling \$5,145,198.75.

2. Contracted Service Agreements

The District has entered into eight contracted service agreements totaling \$15,134.00. The individual contracts are available for review upon request. Administration recommends approval of these contracts.

3. Procurements for Goods and Services

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.

G. CHAIRPERSON'S REPORT – RICHARD MERDAN

1. Meeting attendance
2. WTC District Boards Association
3. Association of Community College Trustees (ACCT)
4. Next meeting date

H. FOUNDATION REPORT – BETTY BRUSKI MALLEK/MICKI DIRKS-LUEBBE

I. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

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

J. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Gordon Schalow
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report
 - c. EDA Grant Match (Roll Call Vote)
 - d. Informational Items
 1. Finance Implications for Topics in Other Committees
2. Academic & Student Services Committee
 - a. Review of Consent Agenda Items
 - b. Academic Programming (Roll Call Vote)
 - c. Informational Items
3. Human Resources & External Relations Committee
 - a. Review of Consent Agenda Items
 - b. Informational Items
 1. College-Wide In-Service Recap

K. COMMITTEE-OF-THE-WHOLE – RICHARD MERDAN

1. Federal Financial Aid Updates

L. DISCUSSION & ACTION – RICHARD MERDAN

1. Strategic Plan – Dr. Chris Severson

Mid-State Technical College is focused on strategic planning. An update on progress in creating the 2025-2030 Strategic Plan will be shared with the Board.

M. CLOSED SESSION – RICHARD MERDAN

The Board will entertain a motion to convene to closed session, under Section 19.85(1)(e) Wisconsin Statutes, due to the existence of competitive or bargaining reasons, to discuss, negotiate, and take potential action regarding feasibility study and the potential use of, purchase of, or acceptance of a donation of, a specific property by the College.

N. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

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

Wisconsin Rapids Campus	February 19, 2024
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:12 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore, Ryan Zietlow and Dr. Shelly Mondeik

OTHERS: Jill Bancroft, Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, Lea Ann Turner, and Angie Susa

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. Bruski Mallek, upon a voice vote, approved minutes from the board meeting held January 15, 2024.

F. CONSENT AGENDA

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

1. The district’s bills for the month of January 2024 were presented. These bills totaled \$1,631,434.43 of which \$676,174.60 represents operational expenditures and \$955,259.83 represents capital expenditures. The district’s payroll for the month of January totaled \$1,581,424.01 plus \$16,588.23 for travel and miscellaneous reimbursements and \$875,151.50 in fringe benefits. The district’s bills and payroll totaled \$4,104,598.17.

2. Entered into the following contracted service agreements totaling \$30,375.00:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147057	Heartsaver CPR/AED/FA/BBP	\$ 990.00
147058	Intro to AutoCAD	\$ 4,800.00
147059	Team Building	\$ 250.00
147060	Supervision	\$ 1,200.00
147061	Excel Basics	\$ 3,350.00
147062	Lifting and Rigging	\$ 2,480.00
147063	Mobile Crane Safety	\$ 1,640.00
147064	Farm Tour	\$ 200.00
147066	Emergency Services Training	\$ 4,500.00
147067	PLC	\$ 3,650.00
147068	Surveying – Construction Trades	\$ 4,755.00
147069	Emotional Intelligence	\$ 200.00
147070	Excel Fundamentals	\$2,360.00

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

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

G. CHAIRPERSON'S REPORT – Richard Merdan

1. The Spring Boards Association meeting will be held March 21-23 in Rhinelander. Anyone interested in attending should contact Ms. Susa to make arrangements. Registration deadline is March 4.
2. Nominations for District Boards Association annual officer elections was discussed. No nominations were made. Mid-State's Delegate to the District Boards Association is Betty Bruski Mallek.
3. The ACCT Legislative Summit was held in Washington D.C. Ms. Bruski Mallek and Mr. Merdan attended. They provided comments on sessions attended and legislative advocacy.
4. A meeting of the Board Appointment Committee will be held February 21 to consider appointment of an Elected Official Member. The recommendation will be considered by the WTCS Board in March. The annual appointment process is underway.
5. Discussion around a Board Advance was held. Ms. Susa will survey the Board in hopes of finding a date in April or May to meet.
6. Discussion around Mid-State's Board committee structure was held. Administration will investigate a Board Portal or an alternate method for sharing information.
7. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, March 18, 2024	Board Meeting: Following Committee-of-the-Whole
Wisconsin Rapids Campus	

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Campus activities were highlighted. Activities included capital and operational budget planning, hosting Regional Skills USA at the Wisconsin Rapids Campus, and progress at Mid-State's AMETA™ Center.
2. Governor Evers signed an oral health bill that will provide a grant to technical colleges to expand or offer dental hygiene. Additional work around this topic is being completed.
3. College representatives have recently attended the Portage County Business Council annual meeting, Marshfield Area Chamber of Commerce annual meeting, Central Wisconsin Days and toured Wenzel Farms in search of partnership opportunities.
4. The Presidents Association and WTCS Board of Directors will meet March 19. Mid-State will host the WTCS Presidents Association on March 4 for their annual planning meeting.

J. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
 - b. RFP #821 – AMETA CENTER FURNITURE PACKAGE #2: Responses were received for the second AMETA Center Furniture Package. Following proposal opening and scoring, a recommendation to award Henricksen & Company, Inc. in the amount of \$112,842.35 was made.

Motion by Mr. Schalow, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution for Awarding of RFP #821 AMETA Center Furniture Package 2:
2:

WHEREAS, the College has need for furniture at the new AMETA Center facility; and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the responses for Request For Proposal #821 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies, and

WHEREAS, Administration has provided its recommendations to the District Board for the selection of services and the District Board wishes to award the selection for services of this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Request for Proposal #821 to Henricksen & Company, Inc. in the amount of \$112,842.35, commencing on February 20, 2024, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

- c. ANTHOLOGY: An Anthology project update was provided. The College has reached 50% project completion and will celebrate with staff during the In-Service to be held Thursday.
 - d. FY25 CAPITAL BUDGET PLANNING: The committee reviewed and discussed the need for a capital budget increase. The construction index was reviewed and aligns with what the College has been experiencing.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
- a. WTCS CHANGES THAT IMPACT OPERATION BUDGET: The Committee reviewed and discussed changes to course curriculum and course definitions that will result in a loss of FTE and fewer operational dollars.
 - b. 2024 WISCONSIN ACT 89: Governor Evers signed the Oral Health Bill on January 31. Mid-State is eligible for up to \$1M in funding to support the oral healthcare workforce. The college is exploring options related to building a dental lab, new and expanded offerings and new equipment.
 - c. WINTERIM REPORT: During the three-week Winterim period, 444 students were served through 44 courses.
3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
- a. MID-STATE FOUNDATION EMPLOYEE GIVING CAMPAIGN: Highlights of the Mid-State Technical College Foundation annual Employee Giving Campaign were provided. Events supporting the campaign were also highlighted.
 - b. CENTRAL WISCONSIN DAYS: Mid-State joined a delegation at Central Wisconsin Days in Madison. Focusing on addressing child care issues, rural support for bridge repair and business sustainability and growing workforce, 85 attendees met with 57 legislators.

K. COMMITTEE-OF-THE-WHOLE – Richard Merdan

- 1. 2023-2024 MID-YEAR DASHBOARD: Mid-State's 2023-2024 Mid-Year Dashboard was highlighted and discussed.

L. DISCUSSION & ACTION

1. CAMPUS ADVISORY COMMITTEE THEMES: Feedback gathered from Mid-State's Campus Advisory Committee Meetings was shared. Themes from each campus session within the areas of Programs, K-12, Continuing Education, Workforce and District pillars were provided.

M. CLOSED SESSION – Richard Merdan

The Board entertained a motion to convene to closed session, pursuant to s.19.95(1)(c) Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to discuss performance of the College President). The Board may take action in closed session.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved convening in closed session as announced.

N. ADJOURNMENT – Richard Merdan

The Board reconvened to open session at 7:07 p.m. with a motion by Mr. Whitmore, seconded by Ms. Bruski Mallek, upon a roll call vote.

Mr. Merdan announced that the Board discussed the status and progress of goals for President Mondeik and continue to be pleased with the work being done.

There being no further action or business of the Board, the meeting adjourned at 7:08 p.m. with a motion by Ms. Vang, seconded by Mr. Zietlow, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

Account	Descr	Name	Sum Amount	Notes
1902	Amt Provided Lng Term Obligatn	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	(13,175.00)	
2106	Accrued Encumbrances	ABBREDERIS, JARED	5,000.00	
2106	Accrued Encumbrances	BRILLIANT MARKETING AND CONSULTING, LLC	46,959.40	This includes three invoices. Two of these pertain to PO#2023000168 (AMETA Wall) and one to PO#2023000169 (AMETA Conference Room). Board approved AMETA project at the 2/28/22 board meeting.
2106	Accrued Encumbrances	DUNN ENTERTAINMENT, INC.	4,500.00	
2106	Accrued Encumbrances	LAMAR COMPANIES	2,495.00	
2106	Accrued Encumbrances	US BANK-PCARD	905.84	
2107	Accounts Payable-Bookstore	DIGICOPY INC	20,551.95	
2129	Emergency Funding Foundation	MID-STATE TECHNICAL COLLEGE FOUNDATION	3,850.00	
2131	UWSP Pass Through Room Board	UNIVERSITY OF WISCONSIN-STEVENS POINT	87,322.91	Spring 2024 Student Housing
2260	United Fund Payable	UNITED WAY OF SOUTH WOOD COUNTY	52.00	
2602	Capital Leases	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	13,175.00	
4596	Study Away Revenue	SCHWARZ, LAUREN	2,000.00	
4596	Study Away Revenue	SCHWARZ, ROBERT	2,000.00	
5201	Travel - Meeting Expenses	DOMINO'S PIZZA	58.57	
5201	Travel - Meeting Expenses	ERIN'S CARE SOLUTIONS, LLC/MISSIONS R US	91.95	
5201	Travel - Meeting Expenses	MERDAN, RICHARD	601.16	
5201	Travel - Meeting Expenses	US BANK-PCARD	33,513.54	Multiple Charges
5201	Travel - Meeting Expenses	WISCONSIN STUDENT GOVERNMENT	700.00	
5203	Mileage	MERDAN, RICHARD	139.36	
5203	Mileage	SPARGO, CHARLES	1,072.89	
5204	Meals	MEIS, MATTHEW	26.95	
5204	Meals	MERDAN, RICHARD	74.45	
5204	Meals	US BANK-PCARD	1,092.10	
5205	Lodging	MERDAN, RICHARD	1,208.20	
5205	Lodging	US BANK-PCARD	6,708.36	
5210	Staff Development Expense	US BANK-PCARD	5,120.00	
5212	Tuition Reimbursement	TOMORROW RIVER SCHOOL DISTRICT	50.00	
5213	Dues Memberships Subscriptions	HEARTLAND BUSINESS SYSTEMS	178.80	
5213	Dues Memberships Subscriptions	MARSHFIELD ROTARY CLUB	141.00	
5213	Dues Memberships Subscriptions	US BANK-PCARD	5,541.57	
5213	Dues Memberships Subscriptions	WI POTATO & VEGETABLE GROWERS ASSOC. INC	125.00	
5213	Dues Memberships Subscriptions	WTCS	303.00	
5230	Instructional Supplies	AIRGAS USA LLC	291.08	
5230	Instructional Supplies	ASCENDANCE TRUCKS CENTRAL, LLC	29.98	
5230	Instructional Supplies	AUTOZONE	299.99	
5230	Instructional Supplies	HENRICKSEN & COMPANY, INC.	767.65	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	2,570.63	
5230	Instructional Supplies	PATTERSON DENTAL SUPPLY, INC.	11,574.15	
5230	Instructional Supplies	US BANK-PCARD	29,461.99	Multiple Charges
5231	Noninstructional Supplies	1ST AYD CORP	190.05	
5231	Noninstructional Supplies	ADVANCED PHYSICAL THERAPY	600.00	
5231	Noninstructional Supplies	ASSOCIATION OF SURGICAL TECHNOLOGISTS	4,446.00	
5231	Noninstructional Supplies	AUTOZONE	18.23	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	988.62	WIG Payment
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	1,691.18	WIG Payment
5231	Noninstructional Supplies	BRILLIANT MARKETING AND CONSULTING, LLC	43.97	
5231	Noninstructional Supplies	CITY OF MARSHFIELD	29.06	
5231	Noninstructional Supplies	FINAL CUT APPAREL & DECALS, LLC	94.00	
5231	Noninstructional Supplies	HEINZEN PRINTING INC	3,308.88	
5231	Noninstructional Supplies	MID-STATE TECHNICAL COLLEGE	724.00	
5231	Noninstructional Supplies	NASSCO, INC.	3,511.10	
5231	Noninstructional Supplies	SPRANGER, SHELLY	480.00	
5231	Noninstructional Supplies	STREICHER'S	32,080.00	Two invoices for Range Ammunition
5231	Noninstructional Supplies	US BANK-PCARD	35,477.64	Multiple Charges
5231	Noninstructional Supplies	VICTORIA VAUGHN	206.64	
5231	Noninstructional Supplies	VILLAGE HIVE BAKERY & LOCAL FOODS COLL	64.00	
5232	Minor Equipment	BLUUM USA, INC.	395.00	
5232	Minor Equipment	DIAMEDICAL USA EQUIPMENT LLC	4,060.00	
5232	Minor Equipment	EPA AUDIO VISUAL, INC.	1,437.24	
5232	Minor Equipment	INSIGHT FS	368.22	
5232	Minor Equipment	MISSISSIPPI WELDERS SUPPLY CO., INC	299.44	
5232	Minor Equipment	US BANK-PCARD	12,495.48	
5234	Postage	UMS PRINT SOLUTIONS LLC	1,118.05	
5234	Postage	UNITED MAILING SERVICE INC	5,892.53	
5234	Postage	US BANK-PCARD	352.15	
5261	Noninstr Dup Prnt Graphics	QUALITY PLUS PRINTING	254.49	
5271	Advertising Promotions	6 AM MARKETING, INC.	11,872.06	
5271	Advertising Promotions	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	500.00	
5271	Advertising Promotions	CCEDC	100.00	
5271	Advertising Promotions	CENTERGY INC	2,000.00	
5271	Advertising Promotions	FASTSIGNS 629	2,050.00	
5271	Advertising Promotions	NRG MEDIA LLC	1,326.00	
5271	Advertising Promotions	PORTAGE COUNTY BUSINESS COUNCIL INC	124.00	
5271	Advertising Promotions	QUALITY PLUS PRINTING	895.00	
5271	Advertising Promotions	US BANK-PCARD	6,706.22	
5271	Advertising Promotions	WATEA	600.00	
5281	Repairs	AUTOZONE	20.10	
5281	Repairs	FASTENAL COMPANY	40.21	
5281	Repairs	HAAS FACTORY OUTLET LLC	1,253.75	
5281	Repairs	HEARTLAND BUSINESS SYSTEMS	323.75	
5281	Repairs	MATTHEWS TIRE CENTER INC	775.96	
5281	Repairs	US BANK-PCARD	1,161.06	
5283	Building Repair	ASCENT CONSTRUCTION, LLC	2,772.84	
5283	Building Repair	CENTRAL DOOR SOLUTIONS, LLC	200.00	
5283	Building Repair	CURRENT TECHNOLOGIES INC	6,915.89	
5283	Building Repair	GRAINGER INC	82.48	
5283	Building Repair	NICK MICHELS & SONS INC	223.00	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	8,091.60	
5283	Building Repair	US BANK-PCARD	4,528.98	
5283	Building Repair	WOLTER, INC.	1,294.33	
5284	Grounds Repair	ASCENT CONSTRUCTION, LLC	615.00	
5284	Grounds Repair	US BANK-PCARD	319.85	
5301	Professional Academic Contract	THE COMMON THRREAD PROJECT	3,750.00	
5351	Other Contracts and Services	ACCREDITATION REVIEW COUNCIL	2,000.00	

5351	Other Contracts and Services	ASCENSION WI EMPLOYER SOLUTION	1,695.00	
5351	Other Contracts and Services	BOHN TRUCKING & EXCAVATING INC	5,197.50	
5351	Other Contracts and Services	BUSINESS PROFESSIONALS OF AMERICA	233.27	
5351	Other Contracts and Services	CAP SERVICES INC	75.72	WIG Payment
5351	Other Contracts and Services	CENTERGY INC	31,201.49	WIG Payment
5351	Other Contracts and Services	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,870.92	
5351	Other Contracts and Services	CHAT-R-BOX RESTAURANT AND CATERING	2,359.00	
5351	Other Contracts and Services	CHET'S PLUMBING & HEATING	220.00	
5351	Other Contracts and Services	CINTAS FIRE PROTECTION F37	754.66	
5351	Other Contracts and Services	CURRENT TECHNOLOGIES INC	1,749.54	
5351	Other Contracts and Services	Diversified Benefit Services, Inc.	100.00	
5351	Other Contracts and Services	FIRE & SAFETY EQUIPMENT IV INC	75.00	
5351	Other Contracts and Services	FIRST CHOICE FIRE PROTECTION LLC	488.00	
5351	Other Contracts and Services	HIRERIGHT LLC	663.59	
5351	Other Contracts and Services	ICIMS	3,391.00	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	49,597.85	WILM Charges
5351	Other Contracts and Services	LAMMI FIRE PROTECTION INC	500.00	
5351	Other Contracts and Services	MARSHFIELD CLINIC HEALTH SYSTEM, INC.	75.00	
5351	Other Contracts and Services	MISSION WISCONSIN, LLC	21,342.34	WIG Payment
5351	Other Contracts and Services	NORTHCENTRAL TECHNICAL COLLEGE	914.74	
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	335.00	
5351	Other Contracts and Services	PROPERTY WORKS LLC	1,428.50	
5351	Other Contracts and Services	REINDERS	1,082.10	
5351	Other Contracts and Services	SHRED IT	164.50	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,897.80	
5351	Other Contracts and Services	STAFFWORKS GROUP	2,931.50	
5351	Other Contracts and Services	STERICYCLE INC	116.05	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	940.00	
5351	Other Contracts and Services	TK ELEVATOR CORPORATION	960.76	
5351	Other Contracts and Services	US BANK-PCARD	3,314.03	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	86.48	
5351	Other Contracts and Services	WI DEPT OF JUSTICE	150.00	
5351	Other Contracts and Services	WNA SERVICES CO	81.00	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	228.00	
5351	Other Contracts and Services	WROBLEWSKI CONCRETE CONSTRUCTION LLC	2,073.00	
5351	Other Contracts and Services	WILS	12,367.46	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	1,586.14	
5353	Professional Fees	Boardman & Clark LLP	917.00	
5353	Professional Fees	GANNETT WISCONSIN LOCALIQ	646.76	
5355	Hardware maint annual agreemen	HEARTLAND BUSINESS SYSTEMS	71.97	
5357	Software maint annual agreemen	HEARTLAND BUSINESS SYSTEMS	742.50	
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	427.53	
5357	Software maint annual agreemen	MISSION WISCONSIN, LLC	10,500.00	WIG Payment
5357	Software maint annual agreemen	US BANK-PCARD	9,735.49	
5357	Software maint annual agreemen	WISNET	430.00	
5357	Software maint annual agreemen	ZUMASYS, INC.	45.87	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	13,175.00	
5419	Facilities Rental	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,500.00	
5441	Insurance Expense	ARTHUR J GALLAGHER RISK MGMNT SERVICES	1,291.62	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,645.83	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,442.57	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	25,551.45	February electric bill
5452	Electricity Expense	WI PUBLIC SERVICE CORP	6,184.32	
5453	Sewer Water	MARSHFIELD UTILITIES	565.10	
5453	Sewer Water	WATER WORKS & LIGHTING COMMISSION	2,297.65	
5454	Heat	BLUE EDGE ENERGY LLC	690.48	
5454	Heat	WE ENERGIES	40.55	
5454	Heat	WI PUBLIC SERVICE CORP	4,786.44	
5454	Heat	WORLD FUEL SERVICES, INC.	8,579.13	
5455	Telephone	CONCORD TECHNOLOGIES	110.07	
5455	Telephone	FRONTIER NORTH INC	2,638.82	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	5,168.35	
5455	Telephone	SPECTRUM BUSINESS	539.94	
5455	Telephone	US CELLULAR	2,287.47	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,830.27	
5501	Student Activity Club Expense	BUSINESS PROFESSIONALS OF AMERICA	200.00	
5501	Student Activity Club Expense	US BANK-PCARD	2,820.07	
5650	Graduation Expense	SOUNDWORKS SYSTEMS INC	12,918.76	
5650	Graduation Expense	US BANK-PCARD	919.67	
5654	Project Participant Cost	ALLIANT ENERGY/WP&L	400.47	
5654	Project Participant Cost	ASPIRUS DIVINE SAVIOUR CHILD CARE CENTER	493.48	
5654	Project Participant Cost	ASPIRUS DIVINE SAVIOUR HOSPITAL	444.14	
5654	Project Participant Cost	CANALAND EARLY LEARNING	422.18	
5654	Project Participant Cost	CITY OF PARK FALLS	486.19	
5654	Project Participant Cost	EDGAR CHILD CARE, INC.	595.00	
5654	Project Participant Cost	IOLA-SCANDINAVIA SCHOOL DISTRICT	140.00	
5654	Project Participant Cost	MAMIES FAMILY DAYCARE	1,000.00	
5654	Project Participant Cost	OAKDALE ELECTRIC COOPERATIVE	500.00	
5654	Project Participant Cost	SPECTRUM BUSINESS	90.00	
5654	Project Participant Cost	TNC DEVELOPMENT LLC	157.50	
5654	Project Participant Cost	US BANK-PCARD	2,529.95	
5654	Project Participant Cost	VERIZON COMMUNICATIONS, INC.	252.50	
5654	Project Participant Cost	WARDS AUTO SERVICE	500.00	
5654	Project Participant Cost	YMCA - SOUTH WOOD COUNTY	1,405.44	
5654	Project Participant Cost	YMCA-STEVENS POINT AREA	1,000.00	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	9,293.71	WIG Payment
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	9,037.41	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CAP SERVICES INC	2,485.83	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CENTERGY INC	6,666.00	WIG Payment
5662	Indirect Expense	CAP SERVICES INC	256.16	WIG Payment
5699	Other Expenditures	COMMUNITY FOUNDATION OF CENTRAL WI, INC.	2,500.00	
5699	Other Expenditures	US BANK-PCARD	1,336.15	
5701	Books Resale	AHIMA	366.00	
5701	Books Resale	ARCHETYPE INNOVATIONS, LLC	700.00	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	82,182.50	Five invoices for book resale.
5701	Books Resale	AUGUST LEARNING SOLUTIONS, LLC	3,201.41	
5701	Books Resale	ELSEVIER INC	1,787.75	

5701	Books Resale	JONES & BARTLETT LEARNING LLC	1,565.10	
5701	Books Resale	REDSHELF, INC	25,401.28	Two invoices for book resale.
5701	Books Resale	US BANK-PCARD	5,798.74	
5702	Resale Expense	ADVANCE AUTO PARTS	41.57	
5702	Resale Expense	AUTOZONE	121.22	
5702	Resale Expense	HEINZEN PRINTING INC	714.00	
5702	Resale Expense	MADA EMB & SCREEN PRINTING	8,062.15	
5702	Resale Expense	SAINDON CARPET ONE	2,859.82	
5702	Resale Expense	US BANK-PCARD	46,980.28	Multiple Charges
5706	Internal Sales	US BANK-PCARD	4,715.85	
5707	Freight	FEDEX	242.55	
5707	Freight	HEINZEN PRINTING INC	32.24	
5707	Freight	US BANK-PCARD	168.53	
5708	Outgoing Freight	US BANK-PCARD	514.57	
5715	Freight Online Sales	US BANK-PCARD	14.57	
5821	Building and Fixtures	APPLETON LATHING CORPORATION	20,970.47	
5821	Building and Fixtures	BADGER HEATING & AIR CONDITIONING	67,450.00	AMETA Center construction. Trade Pack #26 (HVAC). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	DAKOTA ELECTRIC SERVICE INC	142,025.00	AMETA Center construction. Trade Pack #27 (Electrical & Low Voltage - Building). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	ENTRANCE TECHNOLOGIES INC	17,990.62	
5821	Building and Fixtures	EPPSTEIN UHEN ARCHITECTS, INC.	7,186.36	
5821	Building and Fixtures	FSS BUSINESS SYSTEMS, INC.	134,556.80	AMETA Center construction. Trade Pack #7 (Aluminum Casework). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	GEWARE TILE, INC.	464.55	
5821	Building and Fixtures	J. H. FINDORFF & SON INC	269,024.60	Four invoices. January Construction Management Fees \$76,108. Trade Pack #5 (Carpentry) Two invoices totalling \$158,171.72. Trade pack #6 (Bridge Crane) \$34,744.88. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	NASSCO, INC.	289.33	
5821	Building and Fixtures	NATIONS ROOF NORTH, LLC	2,232.50	
5821	Building and Fixtures	OMNI GLASS & PAINT, LLC	60,325.00	AMETA Center construction. Two invoices. Trade Pack #14 (Glazing & Aluminum Entrances) Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	69,935.48	AMETA Center construction. Trade Pack #25 (Plumbing). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	SDS PAINTING COMPANY, INC.	18,000.00	
5831	Building Remodeling and Improv	EPPSTEIN UHEN ARCHITECTS, INC.	1,392.00	
5831	Building Remodeling and Improv	FUNKTION DESIGN STUDIO, LLC	154.00	
5831	Building Remodeling and Improv	US BANK-PCARD	293.43	
5841	Furniture and Equipment	GETINGE USA SALES, LLC	34,637.82	Pertains to PO#2024000121 for a Mechanical Ventilator. This was included in the FY24 board approved budget.
5841	Furniture and Equipment	HAAS FACTORY OUTLET LLC	23,425.39	
5841	Furniture and Equipment	INVERIS TRAINING SOLUTIONS, INC.	127,600.00	Pertains to PO#2024000122 - Virtual Reality System. This purchase was approved at the 10/16/2023 board meeting.
5841	Furniture and Equipment	PATTERSON DENTAL SUPPLY, INC.	20,429.61	
5841	Furniture and Equipment	US BANK-PCARD	3,301.48	
5842	Computers and Comp Software	BRILLIANT MARKETING AND CONSULTING, LLC	32,014.24	Four invoices. Largest invoice in the amount of \$14,453 pertaining to PO#2024000125 sound reinforcement & video display for SP Lead Center.
5842	Computers and Comp Software	CDW GOVERNMENT INC	13,637.00	
5842	Computers and Comp Software	EPA AUDIO VISUAL, INC.	6,094.56	
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	4,939.84	
5842	Computers and Comp Software	HYLAND SOFTWARE, INC.	5,400.00	
5842	Computers and Comp Software	ORACLE OF AMERICA INC	4,980.00	
5842	Computers and Comp Software	PARCHMENT LLC	2,500.00	
5842	Computers and Comp Software	SALESFORCE.COM, INC.	2,841.99	
5842	Computers and Comp Software	US BANK-PCARD	1,031.70	
5842	Computers and Comp Software	VANGUARD COMPUTERS, INC.	76,066.09	Twelve invoices. Largest invoice for \$26,519 pertians to PO#2024000152 for Elitebooks.
5901	Long-Term Principal	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	13,175.00	
		Total	2,143,939.74	
2105	Refund Clearing	Total Financial Aid/Student Refunds	726,585.25	
		Total Payments for February 2024	\$ 2,870,524.99	
		Capital	1,171,189.86	
		Operational	1,699,335.13	

February Accepted Contract Service Agreements Meeting on March 18, 2024

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
147071	Bancroft	Business and Industry	Machine Tool Basics	16	15	2,200.00
147072	Wisconsin Rapids	Private Educational Institutions	Educational Services Updates	4	50	1,000.00
147073	Wisconsin Rapids	Wisconsin Local Governmental Units	Affordable Housing Crisis and Solutions	4	50	250.00
147074	Wisconsin Rapids	Business and Industry	Scaffold Safety	2	40	500.00
147075	Wisconsin Rapids	Business and Industry	Forklift Training - Train the Trainer	8	18	3,780.00
147076	Madison	Public Educational Institutions - Postsecondary	Phlebotomy Confirmatory Draw Initial	8	15	4,284.00
147077	Port Edwards	Wisconsin Local Governmental Units	Heartsaver First Aid/CPR	6	7	810.00
147078	Almond	Business and Industry	Heartsaver First Aid/CPR	8	16	2,310.00
Total:						\$15,134.00

February Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - February 2024						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
868	Wisconsin Rapids	Business and Industry	BLS Hybrid Training	\$750.00	Accepted	
867	Nekoosa	Business and Industry	Mental Health First Aid Certification	\$2,400.00	Denied	
865	Rudolph	Business and Industry	DISC Training	\$4,750.00	Presented	
864	Marshfield	Business and Industry	Emotionally Intelligent Leader	\$100.00	Accepted	
862	Rudolph	Business and Industry	CPR - AED	\$790.00	Presented	
859	Almond	Business and Industry	First Aid-CPR-AED	\$2,310.00	Accepted	
856	Bancroft	Business and Industry	Diesel Training	\$4,800.00	Draft	
855	Marshfield	Business and Industry	Confined Space Training	\$1,985.00	Presented	
854	Nellsville	Business and Industry	FA-CPR-AED	\$1,175.00	Presented	
852	Wisconsin Rapids	Business and Industry	BLS Renewal - Spring 2024	\$695.00	Presented	
841	Wisconsin Rapids	Business and Industry	Forklift and Train-the-Trainer	\$7,318.00	Accepted	
840		Business and Industry	ACOA Emergency Services Conference	\$4,500.00	Accepted	
839	Wisconsin Rapids	Business and Industry	Nursing Assistant - Spring 2024	\$18,790.00	Accepted	
838		Business and Industry	Farm Tour Sponsorships	\$342.00	Accepted	
836	Nekoosa	Business and Industry	Fire Extinguisher Training	\$2,500.00	Presented	
833	Wisconsin Rapids	Business and Industry	Scaffold Safety	\$939.00	Accepted	
832	Wisconsin Rapids	Business and Industry	CPR / AED Training	\$530.00	Presented	
830	Stevens Point	Business and Industry	2024 Fuse Your Future - Summer Program	\$15,500.00	Presented	
TOTAL				\$70,174.00		

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

March 18, 2024 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>		
Student Services UWSP Housing - Stevens Point, WI	87,322.91	Sole Source
Subtotal for Procurements Not Requiring Board Action	\$87,322.91	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
AMETA Center		
Carpentry - J. H. Findorff & Sons Inc. (Madison, WI)	158,171.72	Bid
AMETA Construction Management fees - J. H. Findorff & Sons Inc. (Madison, WI)	76,108.00	RFP
HVAC - Badger Heating & Air Conditioning, LLC (Stevens Point, WI)	67,450.00	Bid
Bridge Crane - J. H. Findorff & Sons Inc. (Madison, WI)	34,744.88	Bid
Glazing & Aluminum Entrances - Omni Glass & Paint LLC (Oshkosh, WI)	60,325.00	Bid
Electrical & Low Voltage-Building - Dakota (Marshfield, WI)	142,025.00	Bid
Plumbing - Rasmussen Plumbing, Inc (Plover, WI)	69,935.48	Bid
Aluminum Casework - FSS Business Systems, Inc (Wausau, WI)	134,556.80	Bid
School of Allied Health		
Equipment - Getinge USA Sales, LLC (Wayne, NJ)	34,637.82	Sole Source
School of Public Safety		
Equipment - Inveris Training Solutions, Inc. (Suwanee, GA)	127,600.00	RFP
IT Department		
Equipment - Vanguard Computers, Inc (Brookfield, WI)	76,066.09	State Contract
Lead Center - Brilliant Marketing and Consulting (Appleton, WI)	32,014.24	RFP
AMETA Center - Brilliant Marketing and Consulting (Appleton, WI)	46,959.40	RFP

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

March 18, 2024 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$1,060,594.43	
<u>Mandatory Procurements Not Requiring Board Action</u>		
Lakeshore Technical College WILM expenses (Monthly)	49,597.85	Mandatory
Wig Grant Subrecipient Reimbursements Centergy, Inc (Wausau, WI)	31,201.49	Mandatory
Wisconsin Rapids Campus (Electric) Water Works & Lighting Commission (February)	25,551.45	Mandatory
Subtotal for Mandatory Procurements	\$106,350.79	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	<u><u>\$1,254,268.13</u></u>	

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.

FY24 Budget Notifications Made in the Month of February 2024

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						
	141914 Student Occupation Success Grant	Private	Establish budgets	5,000.00	5,000.00	-
	141324 WTCS Emergency Assistance Grant	State	Establish additional budgets	5,000.00	5,000.00	-
	141984 Dental Assistant Grant	Private	Establish budgets	18,817.00	18,817.00	-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications						
				-	-	-
Fund 3 - Capital Projects Fund Budget Notifications						
	141984 Dental Assistant Grant	Private	Establish budgets	31,183.00	31,183.00	-
Fund 4 - Debt Service Fund Budget Notifications						
				-	-	-
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications						
				-	-	-
Total Budget Changes For The Month						
				60,000.00	60,000.00	-



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2024
 as of February 29, 2024

	General Operations & Grants			Special Rev		Capital Projects		Annual Debt Service	Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances	Total Current Budget		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	Fund 14	Fund 15
Local Government	7,141,757	-	-	-	-	-	-	6,998,265	-	-	-	-	14,140,022	19.9%	14,140,022
Student Fees	6,832,846	77,300	-	-	-	-	428,515	-	-	-	-	-	7,338,661	10.3%	7,338,661
State Aid & Grants	18,822,119	-	-	-	347,000	-	866,000	-	-	-	-	-	20,035,119	28.1%	19,273,786
Institutional	602,889	910,000	-	-	414,968	-	612,000	110,000	-	1,125,404	6,034,643	-	9,809,904	13.8%	9,226,671
Federal	4,185,727	-	-	-	9,001,091	-	6,670,450	-	-	-	-	-	19,857,288	27.9%	7,512,583
Total Revenues	37,565,338	987,300	9,763,059	7,108,265	1,125,404	6,034,643	8,576,965	7,108,265	1,125,404	6,034,643	71,180,974	100.0%	57,491,723		

	Expenditures													
	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	Fund 14
Salaries and Wages	19,907,684	353,527	372,760	-	284,379	-	262,890	-	-	-	-	-	-	-
Benefits	8,057,918	105,262	172,795	-	87,704	-	788,459	-	-	-	-	-	-	-
Current Expenditures	9,737,181	629,026	5,900	-	104,328	-	130,000	-	-	-	-	-	-	-
Student Financial Aid & Activities	-	-	-	-	-	-	7,858,758	-	-	-	-	-	-	-
Resale	-	-	-	-	807,215	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	21,023,138	-	-	-	-	-	-	-	-	-	-	-
Debt Retirement	-	-	-	8,018,490	-	-	-	-	-	-	-	-	-	-
Total Expenditures	37,702,783	1,087,815	21,574,593	8,018,490	1,283,626	5,991,149	9,040,107	8,018,490	1,283,626	84,698,563	100.0%	64,493,728		
% of Expenditures by Fund	44.5%	1.3%	25.5%	9.5%	1.5%	7.1%	10.7%	9.5%	1.5%	100.0%				

Changes in Fund Equity														
Budgeted Fund Equity as of 6/30/23														23,138,001
Current Revenue over Expenses	10,957,540	106,099	1,191,933	965,863	879,130	2,943,652	6,093,784	837,960	965,863	879,130	2,943,652	23,138,001	23,138,001	(7,002,005)
Other Sources and Uses:	(117,445)	(100,515)	(11,811,534)	(910,225)	(158,222)	43,494	(463,142)	-	(910,225)	(158,222)	43,494	(13,517,589)	(13,517,589)	
Proceeds from Debt	-	-	5,162,040	837,960	-	-	-	-	837,960	-	-	6,000,000	6,000,000	
Interfund Transfers In	240,000	-	-	-	-	-	-	-	-	-	-	240,000	240,000	
Interfund Transfers Out	-	-	-	-	(240,000)	-	-	-	-	(240,000)	-	(240,000)	(240,000)	
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	
AMETA Center fund equity adjustment due to funding date	-	-	6,725,920	-	-	-	-	-	-	-	-	6,725,920	6,725,920	
Budgeted Ending Fund Equity	11,080,095	5,584	1,268,359	893,598	480,908	2,987,146	5,630,642	893,598	1,268,359	84,698,563	100.0%	22,346,332	22,346,332	22,135,996



Mid-State Technical College
Accrued Revenues, Expenditures and Changes in Fund Equity
Current Actuals for the Fiscal Year 2024
 as of February 29, 2024

YTD

66.7%

	General Operations & Grants		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		% of Actual to Budget
	Fund 1	Fund 2	Fund 7	Fund 2	Fund 3	Fund 4	Fund 4	Fund 5	Fund 6	Fund 6	Total YTD All Funds	Total Current Budget	
Local Government	7,088,046	-	-	-	-	7,085,804	-	-	-	-	14,173,850	14,140,022	100.2%
Student Fees	6,777,529	130,347	431,736	-	-	-	-	-	-	-	7,339,612	7,338,661	100.0%
State Aid & Grants	16,214,520	-	502,768	-	-	-	-	-	-	-	16,717,288	20,035,119	83.4%
Institutional	634,695	341,402	275,156	635,496	239,942	956,005	3,062,270	-	-	-	6,144,967	9,809,904	62.6%
Federal	1,494,013	-	5,555,675	9,027,186	-	-	-	-	-	-	16,076,874	19,857,288	81.0%
Total Revenues	32,208,803	471,749	6,765,336	9,662,682	7,325,746	956,005	3,062,270	84.9%	50.7%	84.9%	60,452,591	71,180,974	84.9%

	% of Budget Recognized	
	85.7%	47.8%
	78.9%	103.1%
	99.0%	84.9%
	84.6%	84.6%
	99.4%	99.4%
	62.8%	84.6%
	79.3%	47.2%
	65.3%	65.3%

Expenditures	
Salaries and Wages	12,778,584
Benefits	4,666,940
Current Expenditures	4,811,481
Student Financial Aid & Activities	-
Resale	-
Capital Outlay	-
Debt Retirement	-
Total Expenditures	22,257,005
	22,257,005
	273,791
	70,384
	116,462
	6,813,503
	-
	-
	-
	-
	11,923,549
	7,966,893
	7,966,893
	13,540,821
	7,966,893
	1,085,432
	2,827,974
	55,307,703
	84,698,563
	84,698,563
	13,633,055
	5,029,119
	6,870,296
	6,813,503
	3,071,288
	11,923,549
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	21,181,240
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	8,018,490

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
February 29, 2024**

With comparative totals for February 28, 2023

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type		Memorandum only	
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Non-Aidable	Special Rev	Non-Aidable	2023-24	2022-23
Cash	\$ 16,272,900	\$ -	\$ 5,020,728	\$ 977,979	\$ 1,850	\$ 2,478,797	\$ -	\$ -	\$ 24,752,253	\$ 27,389,966	
Investments	-	-	-	-	-	-	-	6,411,981	6,411,981	6,411,981	6,813,905
Receivables:											
Property taxes	4,572,763	-	-	-	-	-	-	-	4,572,763	4,356,742	
Accounts receivable	1,629,863	35,668	6,123,984	-	217,338	-	-	82,247	8,089,100	1,704,150	
Due from other funds	-	229,460	-	196,269	-	256,184	-	-	681,914	821,937	
Inventories - at cost	-	-	-	-	561,408	-	-	-	561,408	521,728	
Prepaid Assets	-	-	-	-	-	-	-	-	-	-	
Other Current Assets	-	-	-	-	-	-	-	-	-	-	
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	343,413	-	-	-	343,413	353,281	
General Long Term Debt	-	-	-	-	-	-	-	-	-	-	
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-	-	
TOTAL ASSETS AND OTHER DEBITS	\$ 22,475,525	\$ 265,128	\$ 11,144,711	\$ 1,174,248	\$ 1,124,009	\$ 2,734,982	\$ 6,494,228	\$ 45,412,832	\$ 41,941,710		

LIABILITIES, FUND EQUITY AND OTHER CREDITS

Liabilities											
Accounts Payable	\$ 103,745	\$ 418	\$ 366,641	\$ -	\$ 21,869	\$ -	\$ 179	\$ 492,852	\$ 182,460		
Accrued Liabilities:											
Wages	212	-	-	-	-	-	-	212	-		
Employee related payables	279,818	-	-	-	-	-	-	279,818	285,813		
Vacation	360,448	15,088	-	-	9,594	-	10,563	395,692	640,602		
Other current liabilities	-	-	-	-	5,554	-	-	5,554	4,241		
Due to other funds	108,215	-	-	-	330,459	-	243,239	681,912	821,937		
Deferred Revenues	506,433	-	-	-	-	-	-	506,433	284,130		
Def Compensation Liability	-	-	-	-	-	-	-	-	-		
General Long Term Debt Group	-	-	-	-	-	-	-	-	-		
TOTAL LIABILITIES	1,358,870	15,505	366,641	-	367,476	-	253,981	2,362,474	2,219,183		

Fund equity and other credits

Retained Earnings	-	-	-	-	885,961	142,259	12,922	1,041,143	1,249,161		
Res for Prepaid Expenditures	250	3,750	-	-	-	-	-	4,000	11,040		
Reserve for Self-Insurance	-	-	-	-	-	2,358,426	-	2,358,426	2,772,845		
Reserve for Student Gov & Org	-	-	-	-	-	-	72,113	72,113	85,462		
Res for Student Fin Assistance	-	-	-	-	-	-	127,954	127,954	129,040		
Res for Post-Employ Benefits	482,274	-	-	-	-	-	6,430,862	6,913,136	6,920,325		
Reserve for Capital Projects	-	-	7,680,715	-	-	-	-	7,680,715	1,081,628		
Res for Cap Proj - Motorcycle	-	-	63,280	-	-	-	-	63,280	109,772		
Reserve for Debt Service	-	-	-	977,435	-	-	-	977,435	757,391		
Designated for Operations	7,737,852	150,230	-	-	-	-	-	7,888,082	7,553,659		
Des for State Aid Fluctuations	603,420	-	-	-	-	-	-	603,420	506,546		
Des for Subsequent Year	2,341,062	84,531	-	-	-	-	-	2,425,593	2,355,860		
TOTAL FUND EQUITY AND OTHER CREDITS	11,164,858	238,511	7,743,995	977,435	885,961	2,500,686	6,643,851	30,155,296	23,532,729		
Year-to-date excess revenues(expenditures)	9,951,798	11,112	3,034,075	196,813	(129,428)	234,296	(403,604)	12,895,062	10,189,798		
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 22,475,525	\$ 265,128	\$ 11,144,711	\$ 1,174,248	\$ 1,124,009	\$ 2,734,982	\$ 6,494,228	\$ 45,412,832	\$ 41,941,710		

RESOLUTION FOR THE ECONOMIC DEVELOPMENT ADMINISTRATION'S *"Adams Campus Expansion Project"* GRANT MATCH

WHEREAS the Mid-State Technical College Adams Campus is the only post-secondary educational partner in Adams County, located in the City of Adams and close to the Adams-Friendship School District, and

WHEREAS, the Mid-State Adams Campus has strategically increased programming and services as requested by the county and community stakeholders as identified in the Mid-State Technical College 2020-2025 Strategic Plan, and

WHEREAS, the Adams Campus has grown significantly over the past three years through the intentional efforts with the high school, employers, and community organizations, and

WHEREAS, the Adams Campus ability to provide new programs and services exceeds the current facilities design and capacity and equipment availability, and

WHEREAS, the *expansion* in Adams would provide pathway programming to the new AMETA Center in Stevens Point serving the training needs of the district through funding received from over 127 businesses, organizations, municipalities, and governmental agencies, which included financial contributions from Adams County and several other Adams County business entities and

WHEREAS, the *renovations* in Adams would provide a science lab to support additional health, public safety and liberal arts programming as deemed necessary by the community, and

WHEREAS, such an investment in the Adams Campus and Adams County is fully supported by the Adams-Friendship Area School District and further aims to improve the socio-economic standing of residents through locally accessible post-secondary programming leading to degrees and credentials and,

WHEREAS, this project has merit to meet eligibility requirements of the Economic Development Administration (EDA), Economic Adjustment Assistance (EAA) grant, and

WHEREAS, the EDA EAA Grant application "*Adams Campus Expansion Project*" requires an equal match if awarded, 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, and

WHEREAS, the Mid-State Technical College Board annually authorizes such general promissory notes as a college funding mechanism, and

BE IT RESOLVED, the Mid-State Technical College Board through its authorization of general obligation promissory notes, commits these available and unencumbered funds in an amount not to exceed \$1,772,951, to match up to the \$1,772,951 EDA EAA grant *“Adams Campus Expansion Project, if funded, for the public purpose of construction and/or equipment to serve Mid-State’s mission of changing lives through the power of teaching and learning.*