

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

Wisconsin Rapids Campus

June 16, 2025

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:24 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kim Johnson, Richard Merdan, Charles Spargo, Are Vang, Ryan Zietlow, and Dr. Shelly Mondeik

EXCUSED: Shawn Becker, Ron Rasmussen, and Terry Whitmore

OTHERS: Dawn Baker, Mike Baker, Craig Bernstein, Dr. Karen Brzezinski, Logan Hamman, Carrie Kasubaski, Dr. Mandy Lang, Brad Martinson, JB Moody, Brad Russell, Dr. Chris Severson, 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 Ms. Bruski Mallek, seconded by Ms. Johnson, upon a voice vote, approved minutes from the board meeting held May 19, 2025.

F. CONSENT AGENDA

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

1. The district's bills for the month of May 2025 were presented. These bills totaled \$1,356,819.66 of which \$1,056,599.84 represents operational expenditures and \$300,219.82 represents capital expenditures. The district's payroll for the month of May totaled \$2,706,615.59 plus \$47,218.81 for travel and miscellaneous reimbursements and \$791,774.56 in fringe benefits. The district's bills and payroll totaled \$4,902,428.62.

2. Entered into the following contracted service agreements totaling \$16,132.74:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147308	Heartsaver FA CPR AED	\$ 890.00
147309	Self-contained Breathing Apparatus Basics	\$ 445.00
147310	Paramedic Program	\$ 3,717.74
147311	Heartsaver CPR AED	\$ 790.00
147312	Confined Space Rescue Operation	\$ 3,670.00
147313	Emotional Intelligence	\$ 580.00
147314	Forklift Training – Train the Trainer	\$ 840.00
147315	Forklift Training – Train the Trainer	\$ 3,850.00
147316	Heartsaver FA CPR AED BBP	\$ 1,350.00

3. Approved the following procurement(s) for goods and services:
There are no procurements requiring Board Approval

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Mr. Becker, Mr. Rasmussen and Mr. Whitmore asked to be excused this evening.
2. District Boards Association is seeking nominations for Alumni of the Year, Board Member of the Year along with other awards. Discussion was had regarding nominations.

3. 2025 ACCT Leadership Congress will be held October 22-25 in New Orleans. This year's program focus is "Reimagining Community College: Innovation for a Changing World". Those interested in attending should connect with Ms. Susa to make arrangements.
4. The Board recognized Are Vang for her service to the college and college community during her last meeting. Appreciation with shared.
5. Future meeting dates (times unless otherwise announced):
MONTHLY MEETING
Monday, July 14, 2025
Wisconsin Rapids Campus
Committee-of-the-Whole: 4:00 p.m.
Board Meeting: Following Committee-of-the-Whole

H. FOUNDATION REPORT – Nikki Dhein

1. No report was provided.

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik recognized retirees Dawn Baker and Shawn Zee. She shared sentiments of appreciation and wished them well in retirement.
2. Dr. Mondeik highlighted campus activities. Activities included a successful 10-year accreditation visit, ELT Retreat, Rafters meet and Greet and Cuts for Kids Event, and K-12 Administrators Breakfast.
3. Dr. Mondeik highlighted recent community involvement including the Mid-State Foundation Golf Outing. Additional details will be shared during the next Foundation Report.
4. WTCS Board and Presidents Association met in May to plan for the coming year and discussion legislative relations.

J. COMMITTEE REPORTS

1. **FINANCE & INFRASTRUCTURE COMMITTEE –Charles Spargo**
 - a. **TREASURER'S REPORT FOR FY25:** Reviewed with the Board. No questions or concerns arose.
 - b. **RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$6,000,000 GENERAL OBLIGATION PROMISSORY NTOES, SERIES 2025B; AND SETTING THE SALE:** Following review and discussion, a request approve the authorizing resolution was made.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution Authorizing The Issuance Of Not To Exceed \$6,000,000 General Obligation Promissory Notes, Series 2025B; 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 \$4,660,550 for the public purpose of paying the cost of acquiring movable equipment; in the amount of \$439,450 for the public purpose of paying the cost of building remodeling and improvement projects; and in the amount of \$900,000 for the public purpose of paying the cost of construction of a building addition at the Adams Campus, 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 the 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 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 \$4,660,550 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 \$439,450 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 \$900,000 for the public purpose of paying the cost of construction of a building addition at the Adams Campus; 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 (collectively, the "Project"), 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").

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 forms attached hereto as Exhibits A, B and C (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.

Section 6. Expenditure of Funds and Declaration of Official Intent. The District shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Notes become available. The District hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Notes, the principal amount of which is not expected to exceed \$6,000,000.

Adopted, approved and recorded June 16, 2025.

- c. MID-STATE THREE-YEAR FACILITIES PLAN REVIEW: A summary of the three-year plan was provided and highlights of projects in the coming year were shared.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved the Mid-State Three-Year Facilities Plan as presented and supports forwarding to the WTCS.

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

- 2. ACADEMIC & STUDENT SERVICES COMMITTEE –In place of Shawn Becker, Ryan Zietlow
 - a. PROGRAM PROFILE: COSMETOLOGY & BARBER TECHNOLOGIST: Over 120 students are currently enrolled in six cohorts – a five year high for the programs. An increase in offerings and services has generated revenue. The upcoming cohort is full and a waitlist has been established.
- 3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
 - a. SUMMER EVENTS: An update events occurring over the summer along with employee engagement were highlighted.
 - b. COMMERCIAL DRIVERS LICENSE PROGRAM: In partnership with a local trucking company, the college has implemented a CDL program. Students are employees of local business partners. Expansion opportunities are being explored.
- 5. COMMITTEE-OF-THE-WHOLE – Richard Merdan
 - a. FY26 BUDGET RESOLUTION: Following the publish hearing, a special meeting, Board discussion, and committee meetings, the FY26 budget was presented for approval.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Mid-State Technology College FY26 Budget Resolution:

WHEREAS, Mid-State Technical College prepared a budget for the fiscal year 2026, 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, 2025, consists of \$28,375,000 in promissory notes and \$210,000 in general obligation bonds;

WHEREAS, the anticipated revenues for the FY26 budget consist of \$14,690,843 from Local Government, \$18,523,823 from State Aids, \$8,167,412 from Student Fees, \$5,515,541 from Institutional Sources, and \$10,485,922 from the Federal Government; and

WHEREAS, other funding sources for the FY26 budget consist of \$7,500,000 in proceeds from long-term debt; and

WHEREAS, the estimated retained earnings and fund balances of July 1, 2025, consist of \$11,585,251 in the General Fund, \$184,999 in the Special Revenue Fund – Aidable, \$6,194,658 in the Special Revenue Fund – Non-Aidable, \$1,824,376 in the Capital Projects Fund, \$856,563 in the Debt Service Fund, \$255,399 in the Enterprise Fund, and \$1,973,297 in the Internal Service Fund;

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the appropriations for the FY26 budget consisting of the following fund types and functions:

In the General Fund - \$20,510,764 for Instruction, \$1,250,841 for Instructional Resources, \$5,282,902 for Student Services, \$6,385,651 for General Institutional, and \$2,381,330 for Physical Plant;

In the Special Revenue Fund – Aidable - \$2,253,594 for Instruction;

In the Special Revenue Fund – Non-Aidable - \$550,000 for Instruction, \$8,613,734 for Student Services and \$324,520 for General Institutional;

In the Capital Projects Fund - \$1,798,602 for Instruction, \$857,411 for Instructional Resources, \$212,298 for Student Services, \$2,322,073 for General Institutional, and \$3,109,917 for Physical Plant;

In the Debt Service Fund - \$1,274,881 for Instruction, and \$7,504,219 for Physical Plant;

In the Enterprise Fund - \$1,204,478 for Auxiliary Services; and,

In the Internal Service Fund - \$504,821 for Auxiliary Services.

BE IT FURTHER RESOLVED that the approval includes any modifications to the FY26 budget resulting from public input during the Public Hearing, and formally endorsed by the board.

BE IT FURTHER RESOLVED that this FY26 budget be submitted, as approved, to the Wisconsin Technical College System Board prior to July 1, 2025, as required by State Statutes 38.12(5m).

K. DISCUSSION & ACTION

1. There was no Discussion & Action topic this month.

L. CLOSED SESSION – Richard Merdan

The Board will entertain a motion to convene to closed session, under Wisconsin Statutes Section 19.85(1)(c) and (e) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (discuss College president's evaluation); and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reason require a closed session (discuss possible sharing of building with another entity; discuss possible purchase, lease, or donation of a building).

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved convening in closed session at 6:03 p.m. as announced by Mr. Merdan.

M. ADJOURNMENT – Richard Merdan

Motion by Mr. Zietlow, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved reconvening in open session at 7:02 p.m.

Mr. Merdan reported closed session conversation centered on employment, promotion, compensation and performance of the college President. No action was taken.

There being no further action or business of the Board, the meeting adjourned at 7:02 p.m. with a motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary