



BOARD OF DIRECTORS MEETING
July 2021

Monday, July 12, 2021
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

4:30 p.m. – Committee-of-the-Whole; Room L133-134 (page 23)
4:40 p.m. – Board Meeting; Room L133-134 (page 3)

Mission: *Mid-State Technical College transforms lives through the power of teaching and learning.*
Vision: *Mid-State Technical College is the educational provider of first choice for its communities.*

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DISTRICT BOARD OF DIRECTORS

Monday, July 12, 2021

4:40 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This July 12, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

D. OPEN FORUM – KRISTIN CRASS

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

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

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

E. ACTION ON JUNE 21, 2021 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit B)

District bills for June 2021 total \$804,463.98 of which \$565,870.09 represents operational expenditures and \$238,593.89 represents capital expenditures. Payroll disbursements for June totaled \$1,353,960.04 plus \$8,869.80 for travel and miscellaneous reimbursements, and \$632,075.50 in fringe benefits, for a total payroll disbursement of \$1,994,905.34. Administration recommends approval of the payment of these obligations totaling \$2,799,369.32.

2. Contracted Service Agreements (Exhibit C)
The District has entered into six contracted service agreements totaling \$20,039.44. The individual contracts are available for review upon request. Administration recommends approval of these contracts.
3. Procurements for Goods and Services (Exhibit D)
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. Administration recommends approval of the proposal(s) totaling 132,130.00 which requires prior Board action.
4. District Board Approval of Hires and Resignations of Contracted Staff (Exhibit E)
Approval of hires and resignations of contracted staff per state Statute 118.22(2) is requested.

G. CHAIRPERSON'S REPORT – KRISTIN CRASS

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

H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

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

I. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Charles Spargo
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report
 - c. Stevens Point Campus Community Engagement Rooms Technology – Brad Russell
Approval will be sought to proceed with awarding RFP #801 for the Stevens Point Campus Community Engagement Rooms technology upgrade project to Brilliant Marketing in the amount of \$178,898. COVID funding will support this project.
 - d. District Conference Room Technology – Brad Russell

A request for approval to update technology in the District Office Conference Room will be presented. The project is based off the solution from RFP #801 and will be using FY22 budgeted capital dollars to fund the project total, \$27,151.40

e. Informational Item

1. Finance Implications for Topics in Other Committees

Often topics directed by the other two committees may 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 identify when administration has information available and also to enable committee members to raise any finance related questions. Other information can be gathered upon request. Any necessary action will be incorporated into the action reported by the originating committee.

2. Academic & Student Services Committee – Betty Bruski Mallek

a. New Programming – Dr. Deb Stencil

Information regarding a Gas Tungsten Arc Welding (GTAW) Technical Diploma program will be shared. Program approval will be requested.

b. Informational Items

1. NCLEX Results – Dr. Deb Stencil

National Council Licensing Exam (NCLEX) results from Mid-State nursing graduates will be reviewed.

3. Human Resources & External Relations Committee – Lynneia Miller

a. Informational Items

1. WAT Grant Award Update – Dr. Bobbi Damrow

Results and description of Mid-State’s 2022 Workforce Advancement Training Grant awards and notification from WTCS will be highlighted.

J. COMMITTEE-OF-THE-WHOLE

1. Board Office and Boards Association Assignments – Kristin Crass

K. DISCUSSION & ACTION

1. Graduate Placement – Dr. Mandy Lang

Highlights of the most recent graduate placement data will be shared.

L. ADJOURNMENT

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

Wisconsin Rapids Campus	June 21, 2021
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A. CALL TO ORDER – Kristin Crass

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

B. OPEN MEETING CERTIFICATION – Kristin Crass

The meeting notice was verified; stating that this Public Hearing 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. PUBLIC HEARING – Kristin Crass

D. PRESENTATION OF THE DISTRICT BUDGET – Greg Bruckbauer

Mr. Bruckbauer presented the FY22 budget in summary to the Board of Directors and guests.

E. PUBLIC TESTIMONY

No one wished to provide testimony.

F. ADJOURNMENT

The Public Hearing adjourned at 5:13 p.m. by a motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a voice vote

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

Wisconsin Rapids Campus	June 21, 2021
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:14 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Richard Merdan, Lynneia Miller, Gordon Schalow (via Teams), Charles Spargo (via Teams) and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, John Eric Hoffman, Ryan Kawski, Dr. Mandy Lang, Dr. Alex Lendved, John Mehan, Brad Russell, Angie Susa, and Mike Vilcinskas

C. OPEN MEETING CERTIFICATION – Kristin Crass

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

D. OPEN FORUM – Kristin Crass

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

E. APPROVAL OF MINUTES

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a voice vote, unanimously approved minutes from the board meeting held May 17, 2021 as presented.

F. CONSENT AGENDA

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

1. The district's bills for the month of May 2021 were presented in Exhibit B. These bills totaled \$1,051,879.78 of which \$572,752.74 represents operational expenditures and \$479,127.04 represents capital expenditures. The district's payroll for the month of May totaled \$1,452,525.96 plus \$6,785.69 for travel and miscellaneous reimbursements and \$642,470.27 in fringe benefits. The district's bills and payroll totaled \$3,153,661.70.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146668	Standard Timing Model Assessments	\$ 3,295.00
146669	Fire Alarm Systems Installation	\$ 190.00
146670	Grant Writing Training	\$ 480.27
146671	Heartsaver CPR AED	\$1,779.15

3. Approved the following procurement(s) for goods and services:
No procurements requiring prior board approval were presented.

G. CHAIRPERSON'S REPORT – Kristin Crass

1. Board members were welcomed to the meeting. Craig Gerlach asked to be excused.
2. District Boards Association Summer Meeting will be held July 15-17 in the Mid-State District. Those interested in attending the in-service as well as Friday evening banquet should contact Ms. Susa to make proper arrangements.
3. ACCT Leadership Congress will be held October 13-16 in San Diego. Congress will focus on Advancing Diversity, Equity and Inclusion. Registration opens in May 2021. Those interested in attending should contact Ms. Susa to make arrangements.
4. Conversation was held regarding a Board Advance. Save Tuesday, September 28 – additional details will be forthcoming.
5. Future meeting dates (times unless otherwise announced):
MONTHLY MEETING Committee-of-the-Whole: 4:30 p.m.
Monday, July 12, 2021 Board Meeting: 4:40 p.m.
Wisconsin Rapids Campus

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik announced Mid-State's Employee Picnic will be held July 22 as part of Mid-State Night at the Rafters. Board members are invited to attend. Mid-State also recently hosted a K-12 Administrators Breakfast that was well attended and informative.
2. Mid-State continues to partner throughout the district for instruction; the recently announced Wood County Jail/Sheriff's Department will host classrooms providing instructional opportunities.
3. The WTCS Board Meeting was held May 18. State Budget requests continues to be a discussion topic.
4. The Presidents Association met in June, concluding Dr. Mondeik's term as President of the Presidents Association. At the June meeting, four retiring College Presidents were recognized for their time serving the WTCS. Dr. Roger Stanford of Western Technical College will serve as the new Presidents Association President.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.
 - b. RESOLUTION AWARDING THE SALE OF UP TO \$4,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021A (Exhibit F): A negotiated offer for the award of \$4,000,000 General Obligation Promissory Notes and sale of these tax supported notes was presented by John Mehan of Robert W. Baird, Inc. Mid-State remains at a AA1 Moody rating.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote, unanimously approved the following Resolution Awarding The Sale Of Up To \$4,000,000 General Obligation Promissory Notes, Series 2021A:

WHEREAS, on May 17, 2021, the District Board of the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount of \$1,454,900 for the public purpose of paying the cost of building remodeling and improvement projects; in the amount of \$2,435,025 for the public purpose of paying the cost of acquiring movable equipment; and in the amount of \$110,075 for the public purpose of paying the cost of site improvements (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in the Marshfield News Herald on May 20, 2021 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects and acquiring movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on June 21, 2021;

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

WHEREAS, the District is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue its general obligation promissory notes (the "Notes") for such public purposes; and

WHEREAS, it is the finding of the District Board that it is necessary, desirable and in the best interest of the District to sell the Notes to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION DOLLARS (\$4,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District (subject to the condition that no valid petition for referendum is filed by June 21, 2021). To evidence the obligation of the District, 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, the Notes aggregating the principal amount of FOUR MILLION DOLLARS (\$4,000,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2021A"; shall be issued in the aggregate principal amount of \$4,000,000; shall be dated July 22, 2021; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on September 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on March 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the District, on March 1, 2027 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption. [If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

- (A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2021 through 2030 for the payments due in the years 2021 through 2031 in the amounts set forth on the Schedule. The amount of tax levied in the year 2021 shall be the total amount of debt service due on the Notes in the years 2021 and 2022; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of interest on the Notes in the year 2021.
- (B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.
- (C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.
- (D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2021 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

- (A) Creation and Deposits. There shall be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2021A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any

time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

- (B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").
- (C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes: Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section

148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations. (b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter into a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid. Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an

assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer. The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes). To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment

procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. 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.

Adopted, approved and recorded June 21, 2021.

- c. 2021-2022 BUDGET ADOPTION (Exhibit G): The proposed 2021-2022 (FY22) budget was reviewed by the Committee during a special meeting on May 6 and subsequently presented to the full Board on May 17. The Board authorized administration to publish the budget and provide notice of a Public Hearing. Publication occurred in accordance with WTCS requirements as a Class 1 Legal Notice. An official budget booklet containing detailed was distributed in hard copy prior to the May meeting. The public hearing took place prior to this meeting.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved adoption of the 2021-2022 Budget as presented in the following 2021-22 Budget Resolution:

WHEREAS, Mid-State Technical College prepared a budget for the 2021-22 fiscal year, 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, 2021, consists of \$27,735,000 in promissory notes and \$990,000 in general obligation bonds;

WHEREAS, the anticipated revenues for the 2021-22 budget consist of \$14,201,579 from Local Government, \$15,535,157 from State Aids, \$7,006,365 from Student Fees, \$9,639,323 from Institutional Sources, and \$5,642,563 from the Federal Government; and

WHEREAS, other funding sources for the 2021-22 budget consist of \$5,000,000 in proceeds from long-term debt; and

WHEREAS, the estimated retained earnings and fund balances as of July 1, 2021, consist of \$10,159,593 in the General Fund, \$61,295 in the Special Revenue Fund - Operational, \$7,328,476 in the Special Revenue Fund - Non-Aidable, \$623,752 in the Debt Service Fund, \$718,802 in the Capital Projects Fund, \$1,278,910 in the Enterprise Fund, and \$2,277,647 in the Internal Service Fund;

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the appropriations for the 2021-22 budget consisting of the following fund types and functions:

In the General Fund - \$18,488,468 for Instruction, \$1,192,854 for Instructional Resources, \$4,237,312 for Student Services, \$5,417,290 for General Institutional, and \$2,210,601 for Physical Plant;

In the Special Revenue Fund – Operational - \$1,025,539 for Instruction and \$25,463 for Physical Plant;

In the Special Revenue Fund - Non-Aidable - \$5,146,989 for Student Services and \$289,171 for General Institutional;

In the Capital Projects Fund - \$1,858,323 for Instruction, \$106,350 for Instructional Resources, \$95,080 for Student Services, \$1,031,717 for General Institutional, and \$1,976,475 for Physical Plant;

In the Debt Service Fund - \$6,723,465 for Physical Plant;

In the Enterprise Fund - \$1,253,694 for Auxiliary Services; and,

In the Internal Service Fund - \$6,461,500 for Auxiliary Services.

BE IT FURTHER RESOLVED that the approval includes any modifications to the 2021-22 budget resulting from public input during the Public Hearing, and formally endorsed by the board.

BE IT FURTHER RESOLVED that this 2021-22 budget be submitted, as approved, to the Wisconsin Technical College System Board prior to July 1, 2021, as required by State Statutes 38.12(5m).

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

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

a. SALESFORCE RFP RESULTS: To enhance the college’s current instance of Salesforce, increase efficiencies, allow for targeted and personalized communications as well as increase communications, a request for proposals was issued. Following group evaluation of three proposals, a recommendation to award contract to Foundation Partners was made.

Motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a roll call vote, unanimously awarded contract with Foundation Partners in the amount of \$318,625.00

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

a. CAMPAIGN SPONSORSHIP UPDATE: Mid-State’s Advanced Manufacturing, Engineering Technology and Apprenticeship Center campaign continues. As of the meeting date, over \$3,000,000 (plus \$1,500,000 from Mid-State) has been raised to support the project. Upon reaching \$5,000,000 – a public campaign will begin. Administration aims to bring the project to the board in March 2022 for approval. Campaign meetings continue to support campaign chairs and the overall project.

J. COMMITTEE-OF-THE-WHOLE

No Committee-of-the-Whole was held.

K. DISCUSSION & ACTION

1. MARSHFIELD 100-YEAR ANNIVERSARY – Marshfield Campus Dean Dr. Alex Lendved provided highlights of the 2020-2021 100 Year Anniversary Celebration of Mid-State’s Marshfield Campus. Activities celebrated students, community and staff. A custom ice-cream has been unveiled along with a get active challenge and recognition from the Marshfield Area Chamber. Celebration will wrap up in Fall 2021.

L. CLOSED SESSION – Kristin Crass

The Board will entertain a motion to convene to closed session, pursuant to s. 19.85 (1)(c) Wisconsin Statutes, to discuss the President’s evaluation and compensation. The Board may take action in closed session. 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. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote, unanimously approved convening to closed session at 6:24 p.m. as announced by Ms. Crass.

M. ADJOURNMENT – Kristin Crass

The Board reconvened in open session at 7:53 p.m. with a motion by Mr. Spargo, seconded by Mr. Merdan upon a roll call vote.

Mr. Spargo stated the Board reviewed President Mondeik’s performance in closed session and continue to be pleased with performance and direction of the College. Dr. Mondeik’s contract was extended.

There being no further action or business of the Board, the meeting adjourned at 7:54 p.m. with a motion by Ms. Bruski Mallek, seconded by Ms. Miller, upon a roll call vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

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Exhibit B previously distributed under separate cover.**

June Contracted Service Agreements Meeting on July 12, 2021

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146672	Marshfield	Business and Industry	Industrial Safety- Forklift Training	4	2	629.38
146673	Nekoosa	Business and Industry	Forklift Training and Certification	4	1	595.00
146674	Wisconsin Rapids	Business and Industry	Heartsaver First Aid and CPR	8	54	8,990.00
146675	Nekoosa	Business and Industry	Confined Space Rescue	4	12	2,333.91
146676	Wausau	Business and Industry	Employee Engagement	1.25	25	1,065.11
146677	Nekoosa	Business and Industry	Hazwoper 24-Hour	24	12	6,426.04
					Total:	\$20,039.44

June Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - June 2021						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
248	Nekoosa	Business and Industry	Confined Space Rescue - June 2021	\$2,190.00	Accepted	
249	Nekoosa	Business and Industry	HAZWOPER-24	\$6,490.00	Accepted	
250	Wisconsin Rapids	Business and Industry	IMT Monthly Training (July - Dec. 2021)	\$4,995.00	Presented	
251	Wisconsin Rapids	Education	First Aid/CPR/AED Training Hybrid	\$6,970.00	Presented	
252	Wausau	Business and Industry	Employee Engagement	\$2,459.06	Accepted	
TOTAL				\$23,104.06		

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
July 12, 2021 Board Meeting

PROCUREMENTS REQUIRING BOARD ACTION	<u>AMOUNT</u>	<u>PROCUREMENT METHOD</u>
<u>WR CAMPUS – SOFTWARE – EDUCATION SERVICES</u>		
CollegeNet Inc., Portland, OR	\$ 132,130.00	Consortium Contract
❖ Subtotal for Procurements Requiring Board Action	<u>\$ 132,130.00</u>	

PROCUREMENTS NOT REQUIRING BOARD ACTION	<u>AMOUNT</u>	<u>PROCUREMENT METHOD</u>
<u>WR CAMPUS – SOFTWARE – DISTRICT</u>		
Mythics, Virginia Beach, VA	\$ 32,832.00	State Contract
<u>WR CAMPUS – EQUIPMENT – SCHOOL OF ADVANCED MANUFACTURING & ENGINEERING</u>		
Staehe Precision Corporation, Brownsville, WI	\$ 29,629.50	Quote
Total Machine Service Corp., Delafield, WI	\$ 38,646.00	
Alternative Machine Repair Inc., Dousman, WI	\$ 39,176.00	
<u>WR CAMPUS – EQUIPMENT – IT DEPARTMENT</u>		
Paragon Development Systems Inc., Brookfield, WI	\$ 28,410.00	State Contract
❖ Subtotal for Procurements Not Requiring Board Action	<u>\$ 90,871.50</u>	

PROCUREMENTS APPROVED DURING BUDGETING PROCESS NOT REQUIRING BOARD ACTION	<u>AMOUNT</u>	<u>PROCUREMENT METHOD</u>
<u>MF CAMPUS – MONUMENT SIGN – FACILITIES</u>		
Stratford Sign Company, Stratford, WI	\$ 31,670.00	Bid
❖ Subtotal for Budgeted Procurements	<u>\$ 31,670.00</u>	

MANDATORY PROCUREMENTS - NOT REQUIRING BOARD ACTION	<u>AMOUNT</u>	<u>PROCUREMENT METHOD</u>
<u>AD CAMPUS – CONTRACTS & SERVICES – DISTRICT</u> Adams-Friendship Area School District, Adams, WI	\$ 44,053.59	Mandatory
<u>WR CAMPUS – CONTRACTS & SERVICES – DISTRICT</u> Lakeshore Technical College, Cleveland, WI	\$ 35,645.61	Mandatory
Subtotal for Mandatory Procurements	<u>\$ 79,699.20</u>	

GRAND TOTAL **\$ 334,370.70**

PROCUREMENT & SELECTION METHODS DEFINED

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.

Approval of Hires and Resignations of Contracted Employees July 12, 2021

Resignations

None

Hires

- Sarah Chojnacki (effective July 1, 2021)
Instructor, Medical Assistant
- Sandra Dieck (effective July 1, 2021)
Instructor, Nursing
- Leah Eckstein (effective July 1, 2021)
Instructor, Nursing
- Susitha Karunaratne (effective July 1, 2021)
Instructor, Mathematics
- Holly Klumb (effective July 1, 2021)
Instructor, Respiratory Therapy
- Julie Larsen (effective July 1, 2021)
Instructor, Health Information Management
- Desiah Melby (effective July 1, 2021)
Instructor, Communication
- Luke Scheberl (effective July 1, 2021)
Instructor, Arborist Technician

COMMITTEE-OF-THE-WHOLE

Monday, July 12, 2021

4:30 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This July 12, 2021 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. BOARD OFFICER AND BOARDS ASSOCIATION ASSIGNMENTS – KRISTIN CRASS

Discussion will be held regarding Mid-State Board of Director officer positions and Boards Association committee assignments for 2021-2022. Election of officers will be held.

D. ADJOURNMENT