



**BOARD OF DIRECTORS MEETING**  
June 2024

**Monday, June 17, 2024**  
Mid-State Wisconsin Rapids Campus  
500 32<sup>nd</sup> 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 12)  
**4:15 p.m.** – Human Resources & External Relations Committee Meeting; Room A203 (page 14)  
**4:50 p.m.** – Public Hearing; Room L133-134 (page 19)  
**Immediately Following Public Hearing – BOARD MEETING;** Room L133-134 (page 20)

***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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## **FINANCE & INFRASTRUCTURE COMMITTEE**

**Monday, June 17, 2024**

**4:00 p.m.**

**Mid-State Wisconsin Rapids Campus Room A223**  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## **AGENDA**

### **A. CALL TO ORDER – CHARLES SPARGO**

### **B. OPEN MEETING CERTIFICATION – CHARLES SPARGO**

*This June 17, 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; MARCH 18, 2024; APRIL 15, 2024; AND MAY 20, 2024 COMMITTEE MEETING MINUTES; APRIL 15, 2024; AND MAY 8, 2024 SPECIAL COMMITTEE MEETING MINUTES (Voice Vote) – CHARLES SPARGO**

### **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. RESOLUTION AWARDING THE SALE OF UP TO \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A – GREG BRUCKBAUER**

*An awarding resolution for the sale of \$5,000,000 in general obligation promissory notes to finance budgeted capital expenditures for movable equipment, building remodeling and improvements and site improvements in FY25.*

*Representatives from Robert W. Baird, Inc., Mid-State’s financial advisor, will present a negotiated offer for the award and sale of these tax supported notes. A 30-day petition period will have been satisfied. Mid-State will engage in a negotiated sale for which notes are presold by Baird. Custody of the funds will occur shortly after the sale.*

*Baird assisted with the preparation of a long-term financing plan and the amortization schedule, provisions of the issue, preparation of the Preliminary Official Statement (POS), securing a Moody’s rating, and underwriting/selling the notes to investors. As designated bond counsel, Quarles & Brady has prepared the awarding resolution and will issue an opinion in regards to statutory compliance. Details of the sale will be provided during the meeting along with the rating prepared by Moody’s Investor Services.*

*The college is requesting board action to approve the resolution.*

**G. FY25 BUDGET RESOLUTION – GREG BRUCKBAUER**

*The proposed FY25 Budget has been reviewed by the Committee during a special meeting on May 8, and subsequently presented to the full Board on May 20. The Board authorized Administration to publish the budget and provide notice of a Public Hearing. Publication has occurred in accordance with WTCS requirements as a Class 1 Legal Notice. An official budget booklet containing details was distributed in hard copy. The Public Hearing has taken place prior to formal adoption. Administration requests formal adoption of the FY25 budget. This budget will go into effect July 1, 2024. Administration recommends approval of the adopting resolution.*

*Board action to approve the FY25 Budget Resolution is requested.*

**H. MID-STATE THREE-YEAR FACILITIES PLAN REVIEW– GREG BRUCKBAUER**

*Annually, each WTCS District is required to prepare and submit a Three-Year Facilities Plan to the WTCS Board. Presentation of this plan will be made and Board action will be requested.*

**I. INFORMATIONAL ITEMS**

**1. Anthology Enterprise Resource Planning – Brad Russell**

*An Anthology Enterprise Resource Planning (ERP) project implementation update to the Board will be provided.*

**2. 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.*

**J. ADJOURNMENT (Voice Vote) – CHARLES SPARGO**

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

Wisconsin Rapids Campus

May 20, 2024

**A. CALL TO ORDER** – Charles Spargo

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

**ROLL CALL**

PRESENT: Charles Spargo

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

**B. OPEN MEETING CERTIFICATION** – Charles Spargo

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 COMMITTEE MEETING MINUTES** – Charles Spargo

February 19, 2024, March 18, 2024, and April 15, 2024 Committee Meeting Minutes; April 15, 2024 and May 8, 2024 Special Committee Meeting Minutes  
Minutes were reviewed.

**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. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A; AND SETTING THE SALE** – Greg Bruckbauer

The committee reviewed the authorizing resolution which will finance budgeted capital expenditures for equipment, building remodeling and improvements and site improvements in FY25. No action was taken.

**G. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING** – Greg Bruckbauer

A special meeting was held May 8 to review details of the proposed FY25 budget. The committee approved the proposal and requested report out during the May meeting. The next step is to publish the budget and hold a public hearing. The committee reviewed the resolution containing this action. No action was taken.

**H. RFP #828 – AMETA™ CENTER LAB STORAGE** – Greg Bruckbauer

Results of RFP #828 for the AMETA Center Lab Storage were presented and discussed. No action was taken.

**I. RFP #832 – AMETA™ CENTER AUTONOMOUS FLOOR SCRUBBER** – Greg Bruckbauer

Results of RFP #832 for the AMETA Center Autonomous Floor Scrubber were presented and discussed. No action was taken.

**J. BID #836 – GENERAL SCIENCE LAB REMODEL PROJECT** – Greg Bruckbauer

Results of Bid #836 for the General Science Lab Remodel Project were presented and discussed. No action was taken.

**K. INFORMATIONAL ITEMS** – Charles Spargo

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

**L. ADJOURNMENT** – Charles Spargo

There being no further action or business, the meeting adjourned at 4:21 p.m. with a motion by Mr. Spargo.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary

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

Wisconsin Rapids Campus

April 15, 2024

- A. CALL TO ORDER** – In place of Gordon Schalow, Charles Spargo  
The meeting was called to order at 4:02 p.m.

**ROLL CALL**

PRESENT: Charles Spargo

EXCUSED: Gordon Schalow

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

- B. OPEN MEETING CERTIFICATION** – Charles Spargo  
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 FEBRUARY 19, 2024 AND MARCH 18, 2024 COMMITTEE MEETING MINUTES** – Charles Spargo  
Minutes were reviewed.

- 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. FY25 CAPITAL BUDGET** – Greg Bruckbauer  
The FY25 proposed capital budget was reviewed in detail at a special meeting earlier in the evening. Presentation of the budget for approval will occur during the full board meeting. No action was taken.

- G. FY24 BUDGET AMENDMENT** – Greg Bruckbauer  
A Resolution for amending the FY24 budget was presented and discussed. For FY24, 75% of the year is complete. Action requested will formally adopt those notifications provided to the Board each month and modify the FY24 budget.

- H. BID #833 – AMETA CENTER EQUIPMENT RIGGING** – Greg Bruckbauer  
Results of Bid #833 for the AMETA Center Equipment Rigging were presented and discussed. No action was taken.

- I. BID #834 – AMETA CENTER FIBER LASER WELDERS** – Greg Bruckbauer  
Results of Bid #834 for the AMETA Center Fiber Laser Welders were presented and discussed. No action was taken.

- J. RFP #835 – AMETA CENTER AUTOMATED SYSTEM TRAINER** – Greg Bruckbauer  
Results of RFP #835 for the AMETA Center Automated System Trainer were presented and discussed. No action was taken.

- K. INFORMATIONAL ITEMS** – Charles Spargo
1. **FY24 REVENUE AND EXPENSE FORECAST:** An end-of year forecast for the current fiscal year versus budget was presented and discussed. No action was taken.
  2. **SPECIAL FY25 BUDGET MEETING:** Details of Administration's FY25 budget proposal will be presented by the College's Executive Committee on Wednesday, May 8 beginning at 4:00 p.m. All Board members are invited to attend.
  3. **FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES:** No topics were discussed.

- L. ADJOURNMENT** – Charles Spargo

There being no further action or business, the meeting adjourned at 4:27 p.m. with a motion by Mr. Spargo.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE & INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	April 15, 2024
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**A. CALL TO ORDER** – Charles Spargo  
The meeting was called to order at 3:00 p.m.

**ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Richard Merdan, Charles Spargo, Ryan Zietlow, and Dr. Shelly Mondeik

**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Mandy Lang, Brad Russell, and Dr. Chris Severson

**B. OPEN MEETING CERTIFICATION** – Charles Spargo  
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, place and agenda of the meeting.

**C. FY25 BUDGET PRESENTATION** – Mid-State Executive Leadership Team  
Mid-State’s Executive Leadership Team presented the proposed FY25 Budget. The budget will be presented to the committee and full board during the May meeting. A Public Hearing is planned for June 17,2024.

The Committee affirmed presentation to the full board for final approval as set forth by Mid-State’s Executive Committee.

**D. ADJOURNMENT** – Charles Spargo  
There being no further business, the meeting adjourned at 3:59 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary



MID-STATE TECHNICAL COLLEGE

FINANCE & INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	May 8, 2024
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**A. CALL TO ORDER** – Charles Spargo  
The meeting was called to order at 4:00 p.m.

**ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Richard Merdan, Charles Spargo, Ryan Zietlow, and Dr. Shelly Mondeik

**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Mandy Lang, Brad Russell, and Dr. Chris Severson

**B. OPEN MEETING CERTIFICATION** – Charles Spargo  
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, place and agenda of the meeting.

**C. FY25 BUDGET PRESENTATION** – Mid-State Executive Leadership Team  
Mid-State’s Executive Leadership Team presented the proposed FY25 Operational Budget. The budget will be presented to the committee and full board during the May meeting. A Public Hearing is planned for June 17,2024.

The Committee affirmed presentation to the full board for final approval as set forth by Mid-State’s Executive Committee.

**D. ADJOURNMENT** – Charles Spargo  
There being no further business, the meeting adjourned at 5:51 p.m. with a motion by Mr. Spargo, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

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

Wisconsin Rapids Campus

March 18, 2024

- A. CALL TO ORDER** – In place of Gordon Schalow, Charles Spargo  
The meeting was called to order at 4:00 p.m.

**ROLL CALL**

PRESENT: Charles Spargo

EXCUSED: Gordon Schalow

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

- B. OPEN MEETING CERTIFICATION** – Charles Spargo  
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 FEBRUARY 19, 2024 COMMITTEE MEETING MINUTES** – Charles Spargo  
Minutes were reviewed.

- 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. EDA GRANT MATCH** – Greg Bruckbauer  
An update on funding support request 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. Discussion around the grant was held. No action was taken.

- G. INFORMATIONAL ITEMS** – Charles Spargo  
1. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

- H. ADJOURNMENT** – Charles Spargo  
There being no further action or business, the meeting adjourned at 4:17 p.m. with a motion by Mr. Spargo.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary

**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.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary

## **ACADEMIC & STUDENT SERVICES COMMITTEE**

**Monday, June 17, 2024**

**4:15 p.m.**

Mid-State Wisconsin Rapids Campus Room A112  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## **AGENDA**

**A. CALL TO ORDER – ARE VANG**

**B. OPEN MEETING CERTIFICATION – ARE VANG**

*This June 17, 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 (May 20, 2024 MEETING) (Voice Vote) – ARE VANG**

**D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG**

**E. INFORMATIONAL ITEMS**

1. Alternative Delivery Methods and Course Completion Update – Dr. Chris Severson  
*Course alternate delivery methods and student success data will be shared with the committee.*

**F. ADJOURNMENT (Voice Vote) – ARE VANG**

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

Wisconsin Rapids Campus

May 20, 2024

**A. CALL TO ORDER** – Are Vang

The meeting was called to order at 4:20 p.m.

**ROLL CALL**

PRESENT: Shawn Becker, 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 (April 15, 2024)** – Are Vang

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

**D. REVIEW OF CONSENT AGENDA ITEMS** – Are Vang

**E. FY24 OUT-OF-STATE TUITION REMISSION ANNUAL SUMMARY** – Dr. Mandy Lang

As required by the WTCS, an annual summary of out-of-state tuition remission was provided. No action was taken.

**F. FY25 OUT-OF-STATE TUITION REMISSION ANNUAL REQUEST** – Dr. Mandy Lang

As required by the WTCS, an annual request for out-of-state tuition remission was discussed. No request for authority to remit out-of-state tuition was made. No action was taken.

**G. INFORMATIONAL ITEMS**

1. 2022-2023 TRANSFER REPORT: A report on Mid-State's transfer opportunities, numbers of students transferring in and out of district and partners was provided. No action was taken.
2. GRADUATION RECAP: Highlights of Mid-State's Spring Graduation ceremony were provided along with graduate information. No action was taken.

**H. ADJOURNMENT** – Are Vang

There being no further action or business, the meeting adjourned at 4:33 p.m. with a motion by Mr. Zietlow, seconded by Ms. Bruski Mallek.

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Betty Bruski Mallek, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

## HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

**Monday, June 17, 2024**

**4:15 p.m.**

Mid-State Wisconsin Rapids Campus Room A203  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

### AGENDA

**A. CALL TO ORDER – RICHARD MERDAN**

**B. OPEN MEETING CERTIFICATION – RICHARD MERDAN**

*This June 17, 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 (Voice Vote) – RICHARD MERDAN**

*May 20, 2024; April 15, 2024; March 18, 2024 and February 19, 2024*

**D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN**

1. District Board Approval of Hires and Resignations of Contracted Staff  
*Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.*

**E. INFORMATIONAL ITEMS**

1. Affirmative Action Plan – Dr. Karen Brzezinski  
*Presentation of the 2024-2029 Affirmative Action Plan will be made.*
2. Conference Review – Craig Bernstein  
*A review of the conferences held at Mid-State over the last year and preview of conferences in FY25 will be provided.*

**F. ADJOURNMENT (Voice Vote) – RICHARD MERDAN**

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	May 20, 2024
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**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 4:16 p.m.

**ROLL CALL**

PRESENT: Richard Merdan

EXCUSED: Terry Whitmore

OTHERS: Dr. Karen Brzezinski, and Craig Bernstein

**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** – Richard Merdan

February 19, 2024, March 18, 2024, and April 15, 2024 Minutes were reviewed.

**D. REVIEW OF CONSENT AGENDA ITEMS** – Richard Merdan

**E. INFORMATIONAL ITEMS**

1. College Safety Efforts – Dr. Karen Brzezinski  
*An update on the safety efforts of the college was provided. No action was taken.*
2. Summer Catalog – Craig Bernstein  
*An overview of the new Continuing Education Summer Catalog was provided. No action was taken.*

**F. ADJOURNMENT** – Richard Merdan

There being no further action or business, the meeting adjourned at 4:28 p.m. with a motion by Mr. Merdan.

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Betty Bruski Mallek, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	April 15, 2024
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**A. CALL TO ORDER** – Richard Merdan

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

**ROLL CALL**

PRESENT: Richard Merdan

EXCUSED: Terry Whitmore

OTHERS: Dr. Karen Brzezinski, and Craig Bernstein

**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 (February 19, 2024, March 18, 2024, and April 15, 2024)** –

Richard Merdan  
Minutes were reviewed.

**D. REVIEW OF CONSENT AGENDA ITEMS** – Richard Merdan

**E. INFORMATIONAL ITEMS**

1. HR Anthology Work – Dr. Karen Brzezinski  
*A status update on the Human Resources focused work of the Anthology project was provided. No action was taken.*
2. Workforce and Economic Development (WED) Update – Craig Bernstein  
*A status update on WED and summer offerings was provided. No action was taken.*

**F. ADJOURNMENT** – Richard Merdan

There being no further action or business, the meeting adjourned at 4:22 p.m. with a motion by Mr. Merdan.

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Betty Bruski Mallek, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary



MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

March 18, 2024

**A. CALL TO ORDER** – Richard Merdan

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

**ROLL CALL**

PRESENT: Richard Merdan

EXCUSED: 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 (February 19, 2024)** – Richard Merdan

Minutes were reviewed.

**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 In-Service was provided. No action was taken.*

**F. ADJOURNMENT** – Richard Merdan

There being no further action or business, the meeting adjourned at 4:33 p.m. with a motion by Mr. Merdan.

\_\_\_\_\_  
Betty Bruski Mallek, Secretary  
Mid-State Technical College Board

\_\_\_\_\_  
Angela R. Susa  
Recording Secretary

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

## **PUBLIC HEARING**

**Monday, June 17, 2024**

**4:50 p.m.**

**Mid-State Wisconsin Rapids Campus Room L133-134**  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## **AGENDA**

### **A. CALL TO ORDER – RICHARD MERDAN**

### **B. OPEN MEETING CERTIFICATION – RICHARD MERDAN**

*This June 17, 2024 Public Hearing 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. PUBLIC HEARING**

*Wisconsin Statutes require the Mid-State Board to publish the proposed budget and to hold a Public Hearing prior to formal adoption of a budget. The purpose of this Public Hearing is to receive input from the general public. A formal budget presentation has been made to the Mid-State Board as was accessible by the general public through the public access channel. Publication of the FY25 Budget Summary and notice of this Public Hearing has occurred in accordance with WTCS requirements as a Class 1 Legal Notice. A copy of the FY25 Budget Booklet, meeting WTCS requirements, is available upon request.*

### **D. PRESENTATION OF THE DISTRICT BUDGET**

*Vice President of Finance & Facilities Greg Bruckbauer will highlight the most significant changes encompassing the FY25 Budget. Comments from the general public are welcome.*

### **E. PUBLIC TESTIMONY**

### **F. ADJOURNMENT**

## DISTRICT BOARD OF DIRECTORS

**Monday, June 17, 2024**

**Immediately Following Public Hearing**

**Mid-State Wisconsin Rapids Campus; Room L133-134**

**500 32<sup>nd</sup> Street North, Wisconsin Rapids**

## AGENDA

### A. CALL TO ORDER – RICHARD MERDAN

### B. ROLL CALL

### C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

*This June 17, 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 MAY 20, 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 May 2024 total \$1,824,210.92 of which \$581,037.33 represents operational expenditures and \$1,243,173.59 represents capital expenditures. Payroll disbursements for May totaled \$2,491,098.86 plus \$38,258.51 for travel and miscellaneous reimbursements, and \$737,441.90 in fringe benefits, for a total payroll disbursement of \$3,266,799.27. Administration recommends approval of the payment of these obligations totaling \$5,091,010.19.*

2. Contracted Service Agreements

*The District has entered into thirteen contracted service agreements totaling \$41,014.00. 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.*

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

*Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.*

**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 – 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 – Charles Spargo
  - a. Review of Consent Agenda Items
    1. Payment of Bills and Payroll
    2. Contracted Service Agreements
    3. Procurement for Goods and Services
  - b. Treasurer's Report
  - c. Resolution Awarding The Sale Of Up To \$5,000,000 General Obligation Promissory Notes, Series 2024A (Roll Call Vote)
  - d. FY25 Budget Resolution (Roll Call Vote)
  - e. Mid-State Three-Year Facilities Plan Review (Voice Vote)
  - f. Informational Items
    1. Anthology Enterprise Resource Planning
    2. Finance Implications for Topics in Other Committees

2. Academic & Student Services Committee
  - a. Review of Consent Agenda Items
  - b. Informational Items
    1. Alternative Delivery methods and Course Completion Update
3. Human Resources & External Relations Committee
  - a. Review of Consent Agenda Items
    1. District Board Approval of Hires and Resignations of Contracted Staff
  - b. Informational Items
    1. Affirmative Action Plan
    2. Conference Review

**K. DISCUSSION & ACTION – RICHARD MERDAN**

1. Recent Global Education Experiences – Dr. Chris Severson  
*Mid-State staff and students recently traveled to London on a global cultural experience and to Germany for the exchange program. Information will be shared regarding both of these experiences.*

**L. CLOSED SESSION – RICHARD MERDAN**

*The Board will entertain a motion to convene to closed sessions, pursuant to s.19.85(1)(c) and (f) Wisconsin statutes, for the following purposes. The Board may take action in closed session.*

- *Consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to conduct the President's Evaluation).*
- *Consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation fo charges against specific persons where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations (consider information regarding Administrative employee).*

*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.*

**M. ADJOURNMENT (Voice Vote) – RICHARD MERDAN**

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

Wisconsin Rapids Campus	May 20, 2024
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**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 5:20 p.m.

**B. ROLL CALL**

**PRESENT:** Shawn Becker, Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Ryan Zietlow and Dr. Shelly Mondeik

**EXCUSED:** Terry Whitmore

**OTHERS:** Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Logan Hamman, Dr. Mandy Lang, 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 Mr. Spargo, upon a voice vote, approved minutes from the board meeting held April 15, 2024.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of April 2024 were presented. These bills totaled \$1,453,579.18 of which \$543,244.05 represents operational expenditures and \$910,332.13 represents capital expenditures. The district's payroll for the month of April totaled \$1,638,320.59 plus \$19,886.88 for travel and miscellaneous reimbursements and \$621,777.06 in fringe benefits. The district's bills and payroll totaled \$3,733,560.71.

2. Entered into the following contracted service agreements totaling \$20,706.27:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147099	HeartSaver CPR/FA/BBP	\$ 2,961.27
147100	heartSaver CPR AED	\$ 1,290.00
147101	Spark! Igniting Passion in Nonprofits	\$ 4,500.00
147102	Robotic Welding	\$ 5,000.00
147103	MS Projects	\$1,355.00
147104	First Responder – Industrial Skills	\$ 2,200.00
147105	BLS – Basic Life Support Provider	\$1,920.00
147106	BLS – Basic Life Support Provider	\$ 925.00
147107	BLS Renewal	\$ 555.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
\$65,414.95	Manikin – CAE Healthcare	School of Nursing

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

Hires:

- Jacob Denny (effective April 29, 2024); Instructor, Mechanical Design

**G. CHAIRPERSON'S REPORT** – Richard Merdan

1. The Board Advance was held on May 17. Comments were shared about the session.
2. The Board Appointment process is underway. The Board is seeking members for the K-12 Superintendent, Employer and Employee categories.
3. The 2024 ACCT Leadership Congress will be held October 23-26 in Seattle. Those interested in attending should connect with Ms. Susa to make proper arrangements.
4. Future meeting dates (times unless otherwise announced):

**MONTHLY MEETING**

Monday, June 17, 2024  
Wisconsin Rapids Campus

**Committee-of-the-Whole:** 5:00 p.m.

**Board Meeting:** Following Committee-of-the-Whole

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

1. Campus activities were highlighted. Activities included hosting College Conversations where over 150 employees participated, attending the PTK Induction Ceremony, hosting WTCS President Dr. Morna Foy as part of the WTCS Tour of Excellence and K-12 Admit Day.
2. Dr. Mondeik attended the Central Wisconsin Manufacturing Alliance Expo where Mid-State had a booth, Portage County Business Councils Women's Fund of Portage County Luncheon and welcomed the Wisconsin Electrical Inspectors group in Stevens Point and offered a tour of the AMETA™ Center.
3. Dr. Mondeik was recently selected to serve on the Boys & Girls Club of Portage County Board of Directors. She also was honored during Wisconsin Rapids Noon Rotary with the Paul Harris Fellow Award.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
  - a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
  - b. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A; AND SETTING THE SALE: Having held a detailed review and discussion during the Finance & Infrastructure Committee, a recommendation to approve the Authorizing Resolution was made. These general obligation promissory notes will finance budgeted capital expenditures for movable equipment, building remodeling and improvements and site improvements for FY25.

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 \$5,000,000 General Obligation Promissory Notes, Series 2024A; 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 \$4,159,281 for the public purpose of paying the cost of acquiring movable equipment; in the amount of \$796,339 for the public purpose of paying the cost of building remodeling and improvement projects; and in the amount of \$44,380 for the public purpose of paying the cost of site improvements, and there are insufficient funds on hand to pay said costs;

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



WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and 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 \$4,159,281 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 \$796,339 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 \$44,380 for the public purpose of paying the cost of site improvements; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of applying 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 FIVE MILLION DOLLARS (\$5,000,000) 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 FIVE MILLION DOLLARS (\$5,000,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within twenty years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Marshfield News-Herald, 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 15c-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under the 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 to exceed \$5,000,000.

Adopted, approved and recorded May 20, 2024.

- c. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING: A special budget meeting was held May 8 where details of the proposed FY25 budget were presented. Moderate growth assumptions will cause a decrease in the mil rate. A Public Hearing will be held in June prior to budget adoption.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution To Publish The 2024-25 Budget:

BE IT HEREBY RESOLVED that authority be given to the administration of Mid-State Technical College to publish, at least fifteen days prior to the Public Hearing, the Budget Summary and Notice of Public Hearing for Mid-State Technical College for 2024-25, with an expenditure budget totaling \$64,518,487 as required by Section 65.90(3) of Wisconsin Statutes. The Public Hearing will be held on June 17, 2024 at the time and place published in the public notice.

- d. RFP #828 – AMETA™ CENTER LAB STORAGE: An invitation to respond was published and subsequently openings were held for RFP #828 – AMETA™ Center Lab Storage. One bid was received and considered to have met the requirements of the proposal.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded RFP #828 – AMETA™ Center Lab Storage to FSS Business Systems, Inc. in the amount of \$112,839.74.

WHEREAS, the college has need Lab Storage in the Automation Lab, Machine Tool Lab, and Welding Lab at the new AMETA™ Center facility; and

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

WHEREAS, the responses of Request For Proposal #828 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 procurement of this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Request for Proposal #828 to FSS Business Systems, Inc. in the amount of

\$112,839.74, commencing on May 21,2024, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board has approved the funding of \$112,839.74 for Lab Storage from the AMETA™ Center capital funds.

- e. RFP #832 – AMETA™ CENTER AUTONOMOUS FLOOR SCRUBBER: An invitation to respond was published and subsequently openings were held for RFP #832 – AMETA™ Center Autonomous Floor Scrubber.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded RFP #832 – AMETA™ Center Autonomous Floor Scrubber to Nassco Inc. in the amount of \$71,781.00.

WHEREAS, the College has need for Autonomous Floor Scrubber at the new AMETA™ Center facility; and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's Facilities staff; and

WHEREAS, the responses of Request for Proposal #832 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 procurement of this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Request for Proposal #832 to Nassco Inc. in the amount of \$71,781.00, commencing on May 21, 2024, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board has approved the funding of \$71,781.00 for the Autonomous Floor Scrubber from the FY2024 budgeted funds.

- f. BID #836 – GENERAL SCIENCE LAB REMODEL PROJECT: An invitation to bid was published and subsequently bid openings were held for Bid #836 – General Science Lab Remodel Project.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded Bid #836 – General Science Lab Remodel Project to Eagle Construction in the amount of \$117,900.00.

WHEREAS, the condition of the Marshfield science lab is in need of updates and improvements and,

WHEREAS, remodeling the current lab will enhance student success, and

WHEREAS, dedicating the lab to general science will improve safety for the health services programs, and

WHEREAS, the bids were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies,

BE IT RESOLVED that the Mid-State Technical College Board approves the awarding of Bid #836 to Eagle Construction in the amount of \$117,900.00 with a project state date of May 27, 2024 and completion date of August 16, 2024.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board has approved the funding of \$117,900.00 for the Marshfield General Science Lab remodel from the FY2025 budgeted funds.

- g. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
- 2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
  - a. FY24 OUT-OF-STATE TUITION REMISSION ANNUAL SUMMARY: Mid-State remitted no out-of-state tuition in FY24.
  - b. FY25 OUT-OF-STATE TUITION REMISSION ANNUAL REQUEST: Mid-State will not submit a request for out-of-state tuition remission in FY25.
  - c. 2022-2023 TRANSFER REPORT: Mid-State’s annual transfer report was highlighted. This included students transferring to and from Mid-State. Over 150 students transferred to the Universities of Wisconsin System, with the University of Stevens Point being number one. Currently, Mid-State holds nearly 200 articulation agreements with 54 four-year institutions.
  - d. GRADUATION RECAP: Graduation was held May 11 at the Wisconsin Rapids Campus. Over 700 students graduated with over 300 participating the ceremony.
- 3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
  - a. COLLEGE SAFETY EFFORTS: Highlights of Mid-State’s efforts around safety and security were highlighted to the Board.
  - b. SUMMER CATALOG: An overview of the Continuing Education Summer Catalog was provided and highlighted for the Board.

**J. COMMITTEE-OF-THE-WHOLE** – Richard Merdan

- 1. IT PROJECTS UPDATE: Updates related to Mid-State’s Device Customization Project and cyber security efforts were provided.

**K. DISCUSSION & ACTION**

- 1. RUFFALO NOEL LEVITZ STUDENT SATISFACTION INVENTORY: The Ruffalo Noel Levitz Student Satisfaction Inventory was administered last fall. Results from the survey were highlighted for the Board. Overall, results were improved from the last survey as well as higher than national average.

**L. ADJOURNMENT** – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:15 p.m. with a motion by Ms. Vang, seconded by Mr. Zietlow, upon a voice vote.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary

Account	Descr	Name	Sum Amount	Notes
1501	Prepaid Expenses	CHARNECKE TENTS, INC.	1,625.00	
1501	Prepaid Expenses	HENRICKSEN & COMPANY, INC.	33,566.98	
1501	Prepaid Expenses	US BANK-PCARD	225.00	Downpayment for Marshfield science lab furniture. Included in the FY25 board approved budget.
2106	Accrued Encumbrances	CURRENT TECHNOLOGIES INC	519.80	
2106	Accrued Encumbrances	FOUNDATION PARTNERS, LLC	237.50	
2106	Accrued Encumbrances	GROUNDS DETAIL SERVICE LLC	2,156.00	
2106	Accrued Encumbrances	HAY CREEK PALLET COMPANY, INC.	2,190.00	
2106	Accrued Encumbrances	LAMAR COMPANIES	2,945.00	
2106	Accrued Encumbrances	NORTHWAY COMMUNICATIONS INC	5,005.50	
2106	Accrued Encumbrances	US BANK-PCARD	252.74	
2107	Accounts Payable-Bookstore	DIGICOPY INC	17,056.42	
4573	Processing Fees	MID-STATE TECHNICAL COLLEGE	305.70	
5201	Travel - Meeting Expenses	FOX VALLEY TECHNICAL COLLEGE	100.00	
5201	Travel - Meeting Expenses	HEARTLAND FARMS, INC.	500.00	
5201	Travel - Meeting Expenses	MID-STATE TECHNICAL COLLEGE	200.00	
5201	Travel - Meeting Expenses	ROCKMAN'S CATERING	5,849.89	
5201	Travel - Meeting Expenses	US BANK-PCARD	18,982.50	
5203	Mileage	BRIAN D LITZA	120.60	
5204	Meals	BRIAN D LITZA	28.00	
5204	Meals	US BANK-PCARD	1,723.89	
5205	Lodging	US BANK-PCARD	3,963.79	
5210	Staff Development Expense	MID-STATE TECHNICAL COLLEGE	1,195.40	
5210	Staff Development Expense	US BANK-PCARD	795.00	
5213	Dues Memberships Subscriptions	ADAMS-FRIENDSHIP TIMES REPORTER	38.28	
5213	Dues Memberships Subscriptions	HEARTLAND BUSINESS SYSTEMS	178.80	
5213	Dues Memberships Subscriptions	ROTARY CLUB OF GREATER PORTAGE COUNTY	360.00	
5213	Dues Memberships Subscriptions	US BANK-PCARD	821.27	
5213	Dues Memberships Subscriptions	WI ASSOC FOR EDUCATION & REHABILITATION	4,362.61	
5213	Dues Memberships Subscriptions	WI ASSOCIATION OF COLLEGE STORES	100.00	
5213	Dues Memberships Subscriptions	WI PAPER COUNCIL	525.00	
5213	Dues Memberships Subscriptions	WI RAPIDS ROTARY CLUB	568.00	
5213	Dues Memberships Subscriptions	WOOD COUNTY HEALTH DEPARTMENT	695.00	
5230	Instructional Supplies	CARLIN HORTICULTURAL SUPPLIES	115.02	
5230	Instructional Supplies	FASTENAL COMPANY	240.91	
5230	Instructional Supplies	HOME BUTCHERING SUPPLIES, LLC	187.10	
5230	Instructional Supplies	INSIGHT FS	23.22	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	1,001.68	
5230	Instructional Supplies	MSC INDUSTRIAL SUPPLY INC	1,102.21	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	39.96	
5230	Instructional Supplies	PATTERSON DENTAL SUPPLY, INC.	850.76	
5230	Instructional Supplies	US BANK-PCARD	17,290.26	
5230	Instructional Supplies	UW PROVISION COMPANY, INC.	414.17	
5230	Instructional Supplies	YELLOW RIVER HOMESTEAD	207.00	
5231	Noninstructional Supplies	1ST AYD CORP	463.75	
5231	Noninstructional Supplies	ADVANCED PHYSICAL THERAPY	240.00	
5231	Noninstructional Supplies	AUTOZONE	50.00	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	248.17	WIG Payment
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	812.26	WIG Payment
5231	Noninstructional Supplies	COUNTRY SPORTS INC	135.66	
5231	Noninstructional Supplies	COUNTY OF WOOD	546.07	
5231	Noninstructional Supplies	DONAHUE SUPER SPORTS INC	171.95	
5231	Noninstructional Supplies	FASTSIGNS 629	103.00	
5231	Noninstructional Supplies	FINAL CUT APPAREL & DECALS, LLC	220.00	
5231	Noninstructional Supplies	GOTTA GO RENTALS LLC	200.00	
5231	Noninstructional Supplies	HEINZEN PRINTING INC	852.51	
5231	Noninstructional Supplies	HENRICKSEN & COMPANY, INC.	1,246.42	
5231	Noninstructional Supplies	INSIGHT FS	2,655.39	
5231	Noninstructional Supplies	J J KELLER & ASSOCIATES INC	442.59	
5231	Noninstructional Supplies	LAMERS BUS LINES INC	400.00	
5231	Noninstructional Supplies	MADA EMB & SCREEN PRINTING	677.30	
5231	Noninstructional Supplies	MARSHFIELD MOTOR SPEEDWAY, LLC	150.00	
5231	Noninstructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	2,569.99	
5231	Noninstructional Supplies	NASSCO, INC.	3,620.00	
5231	Noninstructional Supplies	ROCK OIL REFINING INC	95.00	
5231	Noninstructional Supplies	SCHIERL TIRE & SERVICE	6.00	
5231	Noninstructional Supplies	STUTZMAN, FRED	1,375.00	
5231	Noninstructional Supplies	US BANK-PCARD	20,190.08	
5232	Minor Equipment	HENRICKSEN & COMPANY, INC.	1,195.00	
5232	Minor Equipment	MADA EMB & SCREEN PRINTING	5,055.80	
5232	Minor Equipment	NORTHWAY COMMUNICATIONS INC	1,102.10	
5232	Minor Equipment	US BANK-PCARD	4,495.64	
5234	Postage	UNITED MAILING SERVICE INC	3,293.64	
5271	Advertising Promotions	FASTSIGNS 629	330.00	
5271	Advertising Promotions	NICOLET PROMOTIONS INC	27.50	
5271	Advertising Promotions	US BANK-PCARD	3,729.15	
5271	Advertising Promotions	WAOW/WYOW TELEVISION INC	9,560.00	
5281	Repairs	HEARTLAND BUSINESS SYSTEMS	1,841.25	
5281	Repairs	O'REILLY AUTOMOTIVE INC	29.68	
5281	Repairs	US BANK-PCARD	54.99	
5283	Building Repair	AIR FILTRATION SPECIALISTS LLC	297.80	
5283	Building Repair	FIRST SUPPLY LLC-PLOVER	26.84	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	8,858.41	
5283	Building Repair	US BANK-PCARD	911.04	
5290	Teacher Certification	US BANK-PCARD	1,008.00	
5301	Professional Academic Contract	CHIPPEWA VALLEY TECHNICAL COLLEGE	17,058.60	
5301	Professional Academic Contract	MID-STATE TECHNICAL COLLEGE	9,253.80	
5351	Other Contracts and Services	1ST AYD CORP	210.21	
5351	Other Contracts and Services	ADVANCED PHYSICAL THERAPY	1,260.00	
5351	Other Contracts and Services	AIR DEMAND, LLC	1,079.61	

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5351	Other Contracts and Services	AIRGAS USA LLC	284.25	
5351	Other Contracts and Services	ALTERNATIVE CENTER FOR EDUCATION	695.00	
5351	Other Contracts and Services	BEHAVIORAL HEALTH CLINIC	1,260.34	
5351	Other Contracts and Services	BRIAN D LITZA	530.00	
5351	Other Contracts and Services	CAP SERVICES INC	39.10	WIG Payment
5351	Other Contracts and Services	CENTERGY INC	14,525.00	WIG Payment
5351	Other Contracts and Services	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	250.00	
5351	Other Contracts and Services	CHAT-R-BOX RESTAURANT AND CATERING	2,755.00	
5351	Other Contracts and Services	CURRENT TECHNOLOGIES INC	380.77	
5351	Other Contracts and Services	Diversified Benefit Services, Inc.	100.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	2,307.75	
5351	Other Contracts and Services	FOUNDATIONS DETAIL SERVICE LLC	9,884.92	
5351	Other Contracts and Services	HIRERIGHT LLC	547.06	
5351	Other Contracts and Services	HealthCheck360	1,269.04	
5351	Other Contracts and Services	LAURIE LAWRENCE	1,837.50	
5351	Other Contracts and Services	LOGISTICS RECYCLING, INC.	527.18	
5351	Other Contracts and Services	MISSION WISCONSIN, LLC	1,595.00	WIG Payment
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	2,101.00	
5351	Other Contracts and Services	PROPERTY WORKS LLC	332.00	
5351	Other Contracts and Services	SHRED IT	116.05	
5351	Other Contracts and Services	SPECTRUM BUSINESS	10,618.73	
5351	Other Contracts and Services	STAFFWORKS GROUP	3,229.49	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	1,075.00	
5351	Other Contracts and Services	TANGO CARD, INC.	1,050.00	
5351	Other Contracts and Services	THE LANDSCAPERS LLC	3,360.18	
5351	Other Contracts and Services	TWEET/GAROT MECHANICAL INC	8,400.00	
5351	Other Contracts and Services	US BANK-PCARD	1,746.06	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	90.24	
5351	Other Contracts and Services	WI DEPT OF JUSTICE	237.00	
5351	Other Contracts and Services	WI DNR	400.00	
5351	Other Contracts and Services	WNA SERVICES CO	111.00	
5351	Other Contracts and Services	WOLTER, INC.	841.27	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	165.42	
5351	Other Contracts and Services	WILS	4,217.89	
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	525.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	1,242.82	
5352	Maintenance Contracts	E O JOHNSON INC	11,666.65	
5353	Professional Fees	Boardman & Clark LLP	2,672.00	
5353	Professional Fees	GANNETT WISCONSIN LOCALIQ	395.75	
5357	Software maint annual agreemen	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	(347.37)	WIG Payment
5357	Software maint annual agreemen	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	2,850.00	WIG Payment
5357	Software maint annual agreemen	HEARTLAND BUSINESS SYSTEMS	5,057.12	
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	420.87	
5357	Software maint annual agreemen	MISSION WISCONSIN, LLC	4,500.00	WIG Payment
5357	Software maint annual agreemen	TUTOR.COM, INC.	3,900.00	
5357	Software maint annual agreemen	US BANK-PCARD	608.24	
5357	Software maint annual agreemen	ZUMASYS, INC.	35,481.37	Six invoices were paid. One of these invoices was in the amount of \$27,348.75. This was for the annual maintenance.
5419	Facilities Rental	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,600.00	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,506.34	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,749.73	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	24,940.87	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	8,356.20	
5453	Sewer Water	CITY OF ADAMS WATER & SEWER UTILITIES	383.42	
5453	Sewer Water	MARSHFIELD UTILITIES	589.64	
5453	Sewer Water	WATER WORKS & LIGHTING COMMISSION	2,602.57	
5454	Heat	BLUE EDGE ENERGY LLC	597.76	
5454	Heat	WE ENERGIES	9,789.73	
5454	Heat	WI PUBLIC SERVICE CORP	2,281.20	
5454	Heat	WORLD FUEL SERVICES, INC.	2,644.05	
5455	Telephone	CONCORD TECHNOLOGIES	110.07	
5455	Telephone	FRONTIER NORTH INC	2,722.46	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,512.54	
5455	Telephone	SPECTRUM BUSINESS	359.96	
5455	Telephone	US CELLULAR	2,307.16	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,833.96	
5501	Student Activity Club Expense	CHAT-R-BOX RESTAURANT AND CATERING	520.00	
5501	Student Activity Club Expense	HOOKSETTERS FISHING SERVICE	1,475.00	
5501	Student Activity Club Expense	MID-STATE TECHNICAL COLLEGE	130.00	
5501	Student Activity Club Expense	SkillsUSA WI	2,200.00	
5501	Student Activity Club Expense	US BANK-PCARD	7,024.94	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	9,751.13	
5650	Graduation Expense	OUTBACK RANCH, INC	6,712.50	
5654	Project Participant Cost	AMHERST'S OWN CHILD CARE, INC.	215.52	
5654	Project Participant Cost	BLACK SHEEP HOLDINGS, LLC	500.00	
5654	Project Participant Cost	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	593.74	WIG Payment
5654	Project Participant Cost	KIDS AND COMPANY DAY CARE, INC.	210.00	
5654	Project Participant Cost	SHINING STARS CHILD CARE	132.00	
5654	Project Participant Cost	US BANK-PCARD	116.02	
5654	Project Participant Cost	WI PUBLIC SERVICE CORP	910.43	
5654	Project Participant Cost	YMCA - SOUTH WOOD COUNTY	1,797.74	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	12,717.59	WIG Payment
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	7,293.46	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CAP SERVICES INC	1,627.34	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CENTERGY INC	3,500.00	WIG Payment
5662	Indirect Expense	CAP SERVICES INC	166.64	WIG Payment
5699	Other Expenditures	DEPT OF PUBLIC INSTRUCTION	390.00	
5699	Other Expenditures	HOLIDAY INN	3,069.82	
5699	Other Expenditures	US BANK-PCARD	878.78	
5699	Other Expenditures	VANGUARD COMPUTERS, INC.	60.57	

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5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	445.00	
5701	Books Resale	GOODHEART-WILLCOX COMPANY INC	900.00	
5701	Books Resale	MADA EMB & SCREEN PRINTING	538.50	
5701	Books Resale	REDSHELF, INC	13,366.13	
5701	Books Resale	US BANK-PCARD	1,463.27	
5702	Resale Expense	ADVANCE AUTO PARTS	6.44	
5702	Resale Expense	AUTOZONE	299.99	
5702	Resale Expense	CENTRAL WI AUTO PARTS - NAPA	113.99	
5702	Resale Expense	FORT DANE BOOKS	139.65	
5702	Resale Expense	MADA EMB & SCREEN PRINTING	7,621.50	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	2,943.52	
5702	Resale Expense	SAINDON CARPET ONE	953.27	
5702	Resale Expense	THE CHANGE COMPANIES	192.50	
5702	Resale Expense	US BANK-PCARD	98.20	
5707	Freight	FEDEX	128.66	
5707	Freight	MADA EMB & SCREEN PRINTING	130.00	
5707	Freight	US BANK-PCARD	88.71	
5708	Outgoing Freight	FEDEX	195.46	
5715	Freight Online Sales	US BANK-PCARD	14.57	
5821	Building and Fixtures	CURRENT TECHNOLOGIES INC	1,146.60	
5821	Building and Fixtures	DAIGLE BROTHERS INC	69,350.00	AMETA Center construction. Trade Pack #4 (Structural & Misc. Steel). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	DAKOTA ELECTRIC SERVICE INC	51,191.70	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	5,996.87	
5821	Building and Fixtures	EPPSTEIN UHEN ARCHITECTS, INC.	8,471.47	
5821	Building and Fixtures	FASTSIGNS 629	105.00	
5821	Building and Fixtures	GEGARE TILE, INC.	15,459.35	
5821	Building and Fixtures	HENRICKSEN & COMPANY, INC.	191,346.32	Pertains to PO# 2024000128. AMETA furniture - bid# 817. The AMETA project was approved by the board at the 2/28/22 board meeting.
5821	Building and Fixtures	J. H. FINDORFF & SON INC	121,858.55	Three invoices. May Construction Management Fees \$57,742.41. Trade Pack #5 (Carpentry) \$40,024.62. Trade pack #6 (Bridge Crane) \$24,091.52. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	38,293.43	AMETA Center construction. Trade Pack #25 (Plumbing). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	STRATFORD SIGN COMPANY LLC	65,020.00	Two invoices both pertaining for PO# 2024000130. AMETA interior building signage. Board approved the AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	US BANK-PCARD	59.08	
5831	Building Remodeling and Improv	EPPSTEIN UHEN ARCHITECTS, INC.	3,742.00	
5831	Building Remodeling and Improv	FUNKTION DESIGN STUDIO, LLC	16,807.60	
5831	Building Remodeling and Improv	HENRICKSEN & COMPANY, INC.	2,127.28	
5841	Furniture and Equipment	AMADA AMERICA, INC.	18,000.00	
5841	Furniture and Equipment	COUNTRY SPORTS INC	11,448.00	
5841	Furniture and Equipment	EWALD AUTOMOTIVE GROUP	44,741.50	Pertains to PO# 2024000109. 2024 Chevy Silverado truck, for the Marshfield location. Included in the Board approved FY24 budget.
5841	Furniture and Equipment	GREENWAY & ASSOCIATES, LTD	14,799.50	
5841	Furniture and Equipment	HAAS FACTORY OUTLET LLC	10,762.69	
5841	Furniture and Equipment	HENRICKSEN & COMPANY, INC.	12,020.45	
5841	Furniture and Equipment	LAB MIDWEST LLC	215,630.00	Two invoice. One invoice for \$106,660 pertains to PO# 2024000165. Collaborative Robot Weld Cell for the AMETA center. The second invoice for \$108,970 pertains to PO#2024000166. Robotic Weld Cell, also for the AMETA center. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	LUCIFER FURNACES	5,397.50	
5841	Furniture and Equipment	MISSISSIPPI WELDERS SUPPLY CO., INC	1,926.00	
5841	Furniture and Equipment	STAEHLE PRECISION CORPORATION	251,429.43	Pertains to PO# 2024000149. Final payment for an AMETA manual lathes with CNC controllers. Board approved AMETA project at the 2/28/22 board meeting.
5842	Computers and Comp Software	AUTOMATED LOGIC CONTRACTING SERVICES	8,365.00	
5842	Computers and Comp Software	BRILLIANT MARKETING AND CONSULTING, LLC	6,760.78	
5842	Computers and Comp Software	CDW GOVERNMENT INC	10,212.92	
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	17,897.03	
5842	Computers and Comp Software	SHAMROCK SOLUTIONS, LLC	10,127.50	
5842	Computers and Comp Software	US BANK-PCARD	12,680.04	
5901	Long-Term Principal	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	13,175.00	
		Total	1,801,154.18	
2105	Refund Clearing	Total Financial Aid/Student Refunds	23,056.74	
		Total Payments for May 2024	\$1,824,210.92	
		Capital	1,243,173.59	
		Operational	581,037.33	

## May Accepted Contract Service Agreements Meeting on June 17, 2024

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
147108	Wisconsin Rapids	Business and Industry	Mobile Crane Safety	6	8	1,640.00
147109	Plover	Business and Industry	Mechanical Maintenance Training	52	12	6,250.00
147110	Marshfield	Business and Industry	Supervisory Skills	24	6	3,900.00
147111	Wisconsin Rapids	Business and Industry	Mock Code Simulation	1	108	4,554.00
147112	Nekoosa	Business and Industry Public Educational Institutions (K-12) - s. 38.14(3)	Fire Extinguisher Training	1	350	2,500.00
147113	Marshfield	Business and Industry	Heartsaver CPR/AED Adult/Child	4	9	630.00
147114	Stevens Point	Business and Industry	Excel Basics	6	10	3,200.00
147115	Wisconsin Rapids	Business and Industry	OSHA 10 - General Industry	12	48	9,200.00
147116	Nekoosa	Business and Industry	BLS Basic Life Support Provider	4	10	960.00
147117	Nekoosa	Business and Industry	First Responder - Industrial Skills	8	10	1,100.00
147118	Stevens Point	Business and Industry	Heartsaver CPR/AED Adult/Child	3.5	14	1,490.00
147119	Stevens Point	Business and Industry	Heartsaver First Aid/CPR	7.5	32	4,395.00
147120	Stevens Point	Business and Industry	Heartsaver First Aid/CPR	8	10	1,195.00
					<b>Total:</b>	<b>\$41,014.00</b>

## May Contract Training Proposals For Informational Purposes

Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status
1001	Stevens Point	Business and Industry	CPR/FA - August 2024	\$1,195.00	Presented
998	Marshfield	Business and Industry	Fire Extinguisher Training	\$250.00	Accepted
997	Marshfield	Business and Industry	Outdoor Grilling Class	\$1,100.00	Presented
994	Plover	Business and Industry	CPR / First Aid Training	\$4,395.00	Presented
993	Stevens Point	Business and Industry	Heartsaver CPR/AED Adult/Child	\$1,490.00	Accepted
992	Nekoosa	Business and Industry	First Responder - Industrial Skills and BLS Training (July)	\$2,060.00	Accepted
991	Wisconsin Rapids	Business and Industry	Community Leadership Development	\$3,500.00	Presented
987	Stevens Point	Business and Industry	De-escalation and Situational Awareness	\$1,390.00	Presented
986	Stevens Point	Business and Industry	DISC Assessments and Workshop	\$2,860.00	Presented
985	Stevens Point	Business and Industry	CPR AED Training	\$670.00	Presented
984	Stevens Point	Business and Industry	Advanced Excel - Cohort 3	\$2,800.00	Presented
983	Stevens Point	Business and Industry	Intermediate Excel - Cohort 3	\$2,800.00	Presented
982	Stevens Point	Business and Industry	Excel Basics - Cohort 3 - June 2024	\$3,200.00	Accepted
980	Plover	Business and Industry	BLS Renewal Certification Training - Spring 2025	\$1,640.00	Accepted
978	Wisconsin Rapids	Business and Industry	OSHA 10 - General Industry	\$9,200.00	Accepted
974	Marshfield	Business and Industry	First Aid/CPR/AED Training	\$1,850.00	Presented
973	Stevens Point	Business and Industry	2024-2025 Teen Leadership Development PCBK	\$4,375.00	Presented
972	Stevens Point	Business and Industry	2024-2025 Leadership Portage County	\$5,250.00	Presented
971	Plover	Business and Industry	FANUC Robotics Training	\$6,400.00	Presented
967	Marshfield	Business and Industry	Soft Skills Training	\$500.00	Presented
966	Plover	Business and Industry	BLS New Training (Adult, Child, Infant)	\$690.00	Denied
964	Marshfield	Business and Industry	Safety Training	\$6,510.00	Presented
963	Stratford	Business and Industry	First Aid/CPR/AED Training	\$930.00	Presented
962	Marshfield	Business and Industry	First Aid/CPR/AED Training	\$650.00	Presented
960	Wisconsin Rapids	Business and Industry	Mobile Crane Training (Fall 2024)	\$1,640.00	Accepted
<b>TOTAL</b>				<b>\$67,345.00</b>	



**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**June 17, 2024 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Procurements Requiring Board Action</u></b>		
<u>None</u>		
<b>Subtotal for Procurements Requiring Board Action</b>	<b>\$0.00</b>	
<b><u>Procurements Not Requiring Board Action</u></b>		
Bookstore		
Software POS system - Zumasy's, Inc (San Clemente, CA)	35,481.37	Quote
<b>Subtotal for Procurements Not Requiring Board Action</b>	<b>\$35,481.37</b>	
<b><u>Procurements Approved in Budget Process Not Requiring Board Action</u></b>		
AMETA Center		
Equipment - Staehle Precision Corp. (Brownsville, WI)	251,429.43	Bid
AMETA Furniture Package 1 - Henricksen & Company, Inc (Itasca, IL)	191,346.32	Bid
Equipment - Lab Midwest, LLC (Mosinee, WI)	108,970.00	State Contract
Equipment - Lab Midwest, LLC (Mosinee, WI)	106,660.00	State Contract
Structural Steel - Daigle Brothers, Inc (Tomahawk, WI)	69,350.00	Bid
AMETA Interior Signage - Stratford Sign, LLC (Stratford, WI)	65,020.00	Bid
AMETA Construction Management fees - J. H. Findorff &	57,742.41	RFP
Electrical & Low Voltage-Building - Dakota (Marshfield, WI)	51,191.70	Bid
Carpentry - J. H. Findorff & Sons Inc. (Madison, WI)	40,024.62	Bid
Plumbing work - RJ Rasmussen Plumbing, Inc (Plover, WI)	38,293.43	Bid
Bridge Crane - J. H. Findorff & Sons Inc. (Madison, WI)	24,091.52	Bid
Marshfield Campus		
Facilities work truck - Ewald Automotive Group, (Oconomowoc, WI)	44,741.50	State Contract
Science Lab 108 Furniture - Henricksen & Company, Inc (Itasca, IL)	33,566.98	State Contract
<b>Subtotal for Procurements Approved in Budget Process Not Requiring Board Action</b>	<b>\$1,082,427.91</b>	

**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**June 17, 2024 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Mandatory Procurements Not Requiring Board Action</u></b>		
<u>None</u>		
<b>Subtotal for Mandatory Procurements</b>	<b>\$0.00</b>	
<b><u>Emergency Procurements</u></b>		
<u>None</u>		
<b>Subtotal for Emergency Procurements</b>	<b>\$0.00</b>	
<b>Grand Total</b>	<b>\$1,117,909.28</b>	

**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 May 2024**

<u>Project #</u>	<u>Grant Title or Description</u>	<u>Type</u>	<u>Reason for Budget Change</u>	<u>Budgeted Revenue Change</u>	<u>Budgeted Expense Change</u>	<u>Budgeted Fund Balance Change</u>
<b>Fund 1 - General Fund Budget Notifications</b>				-	-	-
<b>Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications</b>				-	-	-
<b>Fund 3 - Capital Projects Fund Budget Notifications</b>	141340 Motorcycle Safety	State	Adjust budget	-	4,448.00	(4,448.00)
<b>Fund 4 - Debt Service Fund Budget Notifications</b>				-	-	-
<b>Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications</b>				-	-	-
<b>Total Budget Changes For The Month</b>				-	4,448.00	(4,448.00)



**Mid-State Technical College**  
**Budgeted Revenues, Expenditures and Changes in Fund Equity**  
**Current Budget for Fiscal Year 2024**  
as of May 31, 2024

	General Operations & Grants		Special Rev		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget	
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Total Current Budget	Total Current Budget					
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	18,837,585	-	866,000	347,000	-	-	-	-	-	-	-	-	-	-	20,050,585	28.2%	19,273,786
Institutional	616,889	910,000	612,000	414,968	110,000	1,125,404	6,034,643	-	-	-	-	-	-	-	9,823,904	13.8%	9,226,671
Federal	4,185,727	-	6,670,450	9,001,091	-	-	-	-	-	-	-	-	-	-	19,857,268	27.9%	7,512,583
<b>Total Revenues</b>	<b>37,614,804</b>	<b>987,300</b>	<b>8,576,965</b>	<b>9,763,059</b>	<b>7,108,265</b>	<b>1,125,404</b>	<b>6,034,643</b>	<b>1,125,404</b>	<b>7,108,265</b>	<b>1,283,626</b>	<b>5,991,149</b>	<b>84,732,477</b>	<b>100.0%</b>	<b>71,210,440</b>	<b>100.0%</b>	<b>57,491,723</b>	

	General Operations & Grants		Special Rev		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget	
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Total Current Budget	Total Current Budget					
Salaries and Wages	19,995,826	351,633	262,890	372,760	-	284,379	-	-	-	-	-	-	-	-	21,267,488	25.1%	20,576,211
Benefits	8,000,682	105,428	788,459	172,795	-	87,704	-	-	-	-	-	-	-	-	9,155,068	10.8%	8,960,710
Current Expenditures	9,735,741	630,754	130,000	5,900	-	104,328	-	-	-	-	-	-	-	-	11,821,727	14.0%	8,558,909
Student Financial Aid & Activities	-	-	7,858,758	-	-	-	-	-	-	-	-	-	-	-	7,858,758	9.3%	7,858,758
Resale	-	-	-	-	-	807,215	-	-	-	-	-	-	-	-	5,583,360	6.6%	5,583,360
Capital Outlay	-	-	-	21,027,586	-	-	-	-	-	-	-	-	-	-	21,027,586	24.8%	5,775,250
Debt Retirement	-	-	-	-	8,018,490	-	-	-	-	-	-	-	-	-	8,018,490	9.5%	7,180,530
<b>Total Expenditures</b>	<b>37,732,249</b>	<b>1,087,815</b>	<b>9,040,107</b>	<b>21,579,041</b>	<b>8,018,490</b>	<b>1,283,626</b>	<b>5,991,149</b>	<b>1,283,626</b>	<b>8,018,490</b>	<b>84,732,477</b>	<b>100.0%</b>	<b>64,493,728</b>	<b>100.0%</b>	<b>64,493,728</b>			
<b>% of Expenditures by Fund</b>	<b>44.5%</b>	<b>1.3%</b>	<b>10.7%</b>	<b>25.5%</b>	<b>9.5%</b>	<b>1.5%</b>	<b>7.1%</b>	<b>1.5%</b>	<b>9.5%</b>	<b>100.0%</b>							

**Changes in Fund Equity**

Budgeted Fund Equity as of 6/30/23	23,138,001
Current Revenue over Expenses	(7,002,005)
Other Sources and Uses:	
Proceeds from Debt	6,000,000
Interfund Transfers In	640,000
Interfund Transfers Out	(640,000)
Repayment of Debt	-
AMETA Center fund equity adjustment due to funding date	6,725,920
<b>Budgeted Ending Fund Equity</b>	<b>22,135,996</b>



**Mid-State Technical College**  
**Accrued Revenues, Expenditures and Changes in Fund Equity**  
**Current Actuals for the Fiscal Year 2024**  
 as of May 31, 2024

**YTD**      **91.7%**

	General Operations & Grants		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	All Funds	Total YTD				
Local Government	7,087,915	-	-	-	-	7,085,804	-	-	-	14,173,719	-	-	14,140,022	100.2%
Student Fees	6,704,169	166,874	438,939	438,939	-	-	-	-	-	7,309,983	-	-	7,338,661	99.6%
State Aid & Grants	16,776,165	-	866,789	866,789	-	-	-	-	-	17,642,954	-	-	20,050,585	88.0%
Institutional	810,952	465,319	186,852	707,950	707,950	260,493	1,057,504	3,192,034	6,681,103	9,823,904	-	-	9,823,904	68.0%
Federal	1,937,139	-	5,941,549	9,027,186	9,027,186	-	-	-	16,905,874	19,857,268	-	-	19,857,268	85.1%
<b>Total Revenues</b>	<b>33,316,339</b>	<b>632,193</b>	<b>7,434,130</b>	<b>9,735,136</b>	<b>9,735,136</b>	<b>7,346,297</b>	<b>1,057,504</b>	<b>3,192,034</b>	<b>62,713,632</b>	<b>71,210,440</b>	<b>88.1%</b>	<b>88.1%</b>	<b>88.1%</b>	

	General Operations & Grants		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	All Funds	Total YTD				
<b>Total Expenditures</b>	<b>30,526,155</b>	<b>692,606</b>	<b>7,513,875</b>	<b>16,709,321</b>	<b>16,709,321</b>	<b>8,008,199</b>	<b>1,278,517</b>	<b>3,343,945</b>	<b>68,072,616</b>	<b>84,732,477</b>	<b>80.3%</b>	<b>80.3%</b>	<b>80.3%</b>	

	General Operations & Grants		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	All Funds	Total YTD				
Salaries and Wages	18,042,699	404,678	251,286	319,341	319,341	-	279,793	-	19,297,796	21,267,488	-	-	21,267,488	90.7%
Benefits	6,378,139	109,348	(53,273)	127,984	127,984	-	80,242	-	6,642,441	9,155,068	-	-	9,155,068	72.6%
Current Expenditures	6,105,317	178,579	123,924	1,288,560	1,288,560	-	144,268	618,437	8,459,086	11,821,727	-	-	11,821,727	71.6%
Student Financial Aid & Activities	-	-	7,191,938	-	-	-	-	-	7,191,938	7,858,758	-	-	7,858,758	91.5%
Resale	-	-	-	-	-	-	774,213	2,725,508	3,499,721	5,583,360	-	-	5,583,360	62.7%
Capital Outlay	-	-	-	14,973,436	14,973,436	-	-	-	14,973,436	21,027,586	-	-	21,027,586	71.2%
Debt Retirement	-	-	-	-	-	8,008,199	-	-	8,008,199	8,018,490	-	-	8,018,490	99.9%
<b>Total Expenditures</b>	<b>30,526,155</b>	<b>692,606</b>	<b>7,513,875</b>	<b>16,709,321</b>	<b>16,709,321</b>	<b>8,008,199</b>	<b>1,278,517</b>	<b>3,343,945</b>	<b>68,072,616</b>	<b>84,732,477</b>	<b>80.3%</b>	<b>80.3%</b>	<b>80.3%</b>	

	General Operations & Grants		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	All Funds	Total YTD				
Actual Fund Equity as of 6/30/23	11,164,858	238,511	6,643,851	7,743,995	7,743,995	977,435	885,961	2,500,686	30,155,296	23,138,001	-	-	23,138,001	
Current Revenue over Expenses	2,790,185	(60,413)	(79,745)	(6,974,185)	(6,974,185)	(661,902)	(221,013)	(151,911)	(5,358,984)	(13,522,037)	-	-	(13,522,037)	
Other Sources and Uses:	-	-	-	6,912,215	6,912,215	837,960	-	-	7,750,175	6,000,000	-	-	6,000,000	
Proceeds from Debt	-	-	-	-	-	-	-	-	-	240,000	-	-	240,000	
Interfund Transfers In	-	-	-	-	-	-	-	-	-	(240,000)	-	-	(240,000)	
Interfund Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-	-	
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	
AMIETA Center fund equity adjustment due to funding date	-	-	-	-	-	-	-	-	-	6,725,920	-	-	6,725,920	
<b>Accrued YTD Fund Equity</b>	<b>13,955,043</b>	<b>178,098</b>	<b>6,564,106</b>	<b>7,682,024</b>	<b>7,682,024</b>	<b>1,153,493</b>	<b>664,948</b>	<b>2,348,775</b>	<b>32,546,487</b>	<b>22,341,884</b>	<b>88.1%</b>	<b>88.1%</b>	<b>88.1%</b>	

**Mid State Technical College  
Combined Balance Sheet - All Fund Types and Account Groups  
May 31, 2024**

With comparative totals for May 31, 2023

	Governmental Fund Types				Proprietary Fund Types			Fiduciary		
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Fund Type		Memorandum only	
							Non-Aidable	2023-24		2022-23
Cash	\$ 12,125,669	\$ -	\$ 1,916,079	\$ 998,530	\$ 1,800	\$ 1,506,407	\$ -	\$ -	\$ 16,548,484	\$ 22,191,351
Investments	-	-	-	-	-	-	6,166,993	-	6,166,993	6,788,475
Receivables:										
Property taxes	3,716,392	-	-	-	-	-	-	-	3,716,392	3,492,749
Accounts receivable	3,276,099	44,808	6,124,128	-	223,806	-	204,040	-	9,872,881	14,938,891
Due from other funds	-	168,549	-	154,963	-	842,368	407,522	-	1,573,402	928,376
Inventories - at cost	-	-	-	-	561,408	-	-	-	561,408	521,728
Prepaid Assets	35,703	1,901	35,167	-	-	-	-	-	72,771	5,500
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	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 19,153,863</b>	<b>\$ 215,258</b>	<b>\$ 8,075,374</b>	<b>\$ 1,153,493</b>	<b>\$ 1,130,427</b>	<b>\$ 2,348,775</b>	<b>\$ 6,778,556</b>	<b>\$ 38,855,745</b>	<b>\$ 49,220,351</b>	

**LIABILITIES, FUND EQUITY AND OTHER CREDITS**

Liabilities										
Accounts Payable	\$ -	\$ 9,089	\$ 386,349	\$ -	\$ -	\$ -	\$ 27,926	\$ 423,364	\$ 95,059	
Accrued Liabilities:										
Wages	212	-	-	-	-	-	-	212	-	
Employee related payables	546,670	-	-	-	-	-	-	546,670	257,695	
Vacation	284,246	15,088	-	-	9,594	-	10,563	319,490	610,652	
Other current liabilities	-	-	-	-	5,422	-	-	5,422	3,641	
Due to other funds	1,138,382	-	-	-	435,018	-	-	1,573,400	928,376	
Deferred Revenues	3,229,311	12,983	7,000	-	15,446	-	175,960	3,440,701	3,047,701	
Def Compensation Liability	-	-	-	-	-	-	-	-	-	
General Long Term Debt Group	-	-	-	-	-	-	-	-	-	
<b>TOTAL LIABILITIES</b>	<b>5,198,820</b>	<b>37,160</b>	<b>393,349</b>	<b>-</b>	<b>465,479</b>	<b>-</b>	<b>214,449</b>	<b>6,309,258</b>	<b>4,943,124</b>	

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	
<b>TOTAL FUND EQUITY AND OTHER CREDITS</b>	<b>11,164,868</b>	<b>238,511</b>	<b>7,743,995</b>	<b>977,435</b>	<b>885,961</b>	<b>2,500,886</b>	<b>6,643,851</b>	<b>30,155,296</b>	<b>23,532,729</b>	

Year-to-date excess revenues(expenditures)

	2,790,185	(60,413)	(61,970)	176,068	(221,013)	(151,911)	(79,745)	2,391,191	20,744,498	
<b>TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS</b>	<b>\$ 19,153,863</b>	<b>\$ 215,258</b>	<b>\$ 8,075,374</b>	<b>\$ 1,153,493</b>	<b>\$ 1,130,427</b>	<b>\$ 2,348,775</b>	<b>\$ 6,778,556</b>	<b>\$ 38,855,745</b>	<b>\$ 49,220,351</b>	

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AWARDDING THE SALE OF \$5,000,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A

WHEREAS, on May 20, 2024, 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 \$4,159,281 for the public purpose of paying the cost of acquiring movable equipment; in the amount of \$796,339 for the public purpose of paying the cost of building remodeling and improvement projects; and in the amount of \$44,380 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 24, 2024 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 acquiring movable equipment and building remodeling and improvement projects;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on June 24, 2024;

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 general obligation promissory 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 such general obligation promissory notes (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 FIVE MILLION DOLLARS (\$5,000,000) 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 timely filed by June 24, 2024). 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 FIVE MILLION DOLLARS (\$5,000,000) 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 2024A"; shall be issued in the aggregate principal amount of \$5,000,000; shall be dated July 17, 2024; 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 March 1, 2025. 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, 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the District, on March 1, 2031 or on any date thereafter. Said Notes shall be 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 DTC (defined herein)), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Proposal specifies that [some of] the Notes shall be subject to mandatory redemption. The terms of such mandatory redemption are 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 2024 through 2033 for the payments due in the years 2025 through 2034 in the amounts set forth on the Schedule.

(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.

#### 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 2024A" (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.

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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 17, 2024.

\_\_\_\_\_  
Richard Merdan  
Chairperson

ATTEST:

\_\_\_\_\_  
Betty A. Bruski Mallek  
Secretary

(SEAL)

**MID-STATE TECHNICAL COLLEGE  
FY25 BUDGET RESOLUTION**

WHEREAS, Mid-State Technical College prepared a budget for the fiscal year 2025, 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, 2024, consists of \$25,910,000 in promissory notes and \$1,295,000 in general obligation bonds;

WHEREAS, the anticipated revenues for the FY25 budget consist of \$14,328,779 from Local Government, \$20,684,554 from State Aids, \$7,850,226 from Student Fees, \$4,939,227 from Institutional Sources, and \$7,856,765 from the Federal Government; and

WHEREAS, other funding sources for the FY25 budget consist of \$7,500,000 in proceeds from long-term debt; and

WHEREAS, the estimated retained earnings and fund balances as of July 1, 2024, consist of \$11,356,804 in the General Fund, \$181,216 in the Special Revenue Fund - Aidable, \$5,425,054 in the Special Revenue Fund – Non-Aidable, \$524,741 in the Capital Projects Fund, \$1,148,749 in the Debt Service Fund, \$690,030 in the Enterprise Fund, and \$2,501,100 in the Internal Service Fund;

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the appropriations for the FY25 budget consisting of the following fund types and functions:

In the General Fund - \$20,390,163 for Instruction, \$1,040,945 for Instructional Resources, \$4,906,745 for Student Services, \$6,727,559 for General Institutional, and \$2,248,664 for Physical Plant;

In the Special Revenue Fund – Aidable - \$1,771,223 for Instruction, and \$2,630 for Physical Plant;

In the Special Revenue Fund - Non-Aidable - \$475,000 for Instruction, \$8,370,912 for Student Services and \$301,710 for General Institutional;

In the Capital Projects Fund - \$2,472,676 for Instruction, \$65,496 for Instructional Resources, \$674,000 for Student Services, \$1,800,293 for General Institutional, and \$3,083,410 for Physical Plant;

In the Debt Service Fund - \$1,274,881 for Instruction, and \$7,222,726 for Physical Plant;

In the Enterprise Fund - \$1,184,633 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 FY25 budget resulting from public input during the Public Hearing, and formally endorsed by the board.

BE IT FURTHER RESOLVED that this FY25 budget be submitted, as approved, to the Wisconsin Technical College System Board prior to July 1, 2024, as required by State Statutes 38.12(5m).



## **Approval of Hires and Resignations of Contracted Employees June 17, 2024**

### **Resignations**

- Gregory Engen (effective May 17, 2024)  
Instructor, Renewable Energy Technician & Construction Trades
- Julie Larsen (effective June 30, 2024)  
Instructor & Program Director, Health Information Management

### **Hires**

- n/a