

**MORAINE PARK TECHNICAL COLLEGE  
DISTRICT BOARD MINUTES**

***October 17, 2018***

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was held at 5:00 p.m., October 17, 2018, in Room A-112 of the Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Mike Staral presiding. Board members present at the meeting were Mike Schwab, Cindy Laubenstein, Bob Lloyd, Lowell Prill, Candy Fields, and Bur Zeratsky.

MEETING NOTICE

Notice of the meeting was sent to the District's official newspapers (the Beaver Dam Daily Citizen, the West Bend Daily News, and the Fond du Lac Reporter) as well as to other media in compliance with Wis. Stat. sec. 19.81 through 19.98.

PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

INTRODUCTIONS

District Student Government members were introduced.

BUSINESS AND COMMUNITY LEADER CONNECTION

Board member Zeratsky introduced Kate Salas, Executive Director of Green Lake Renewal/Town Square. She provided the Board with information on the initiatives and activities of this community revitalization organization. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Fields, second Schwab, that the Moraine Park Technical College District Board approve the September 19, 2018 meeting minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Zeratsky, second Schwab, that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

1. Employment;
2. Financial Management – Accounting/Investments, including the annual procurement report;
3. Economic Development Contracting;

and that the bills for the month of September be approved and payments are authorized, ordered, and confirmed. September cash receipts total \$4,322,999.90. September disbursements total \$6,049,413.05 Roll call vote: Lloyd, yes; Prill, yes; Laubenstein, yes; Fields, yes; Schwab, yes; Jung, excused; Zeratsky, yes; and Staral, yes. Motion CARRIED.

APPROVAL OF RESOLUTION – STATE CODE OF ETHICS

MOTION Schwab, second Laubenstein, that the Moraine Park Technical College District Board adopt the following resolution which designates the positions at Moraine Park which are subject to the Wisconsin State Code of Ethics:

WHEREAS, technical college district board members, presidents, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Moraine Park Technical College District Board designates the following positions and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Bonnie Baerwald
Vice President – Academic Affairs	James Eden
Vice President – Finance and Administration	Carrie Kasubaski
Vice President – Human Resources	Kathleen Broske
Vice President – Student Services	James Barrett
Chief Information Officer	Jerry Richards

Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS 2017-18 BUDGET

MOTION Fields, second Prill, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2017-18 District budget:

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2017-18 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2017-18 budgetary revisions:

To increase expenditure appropriations/uses in the General Fund for:  
... General Institutional from \$10,185,263 to \$11,032,406

To decrease expenditure appropriations/uses in the General Fund for:  
... Instruction from \$23,346,039 to \$22,862,766  
... Transfers from Designated for Operations from \$444,799 to \$80,929

To increase resources in the Special Revenue (Aidable) Fund for:  
... State Aid from \$855,380 to \$1,283,097  
... Institutional Revenue from \$270,000 to \$293,878

To increase expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:  
... Instruction from \$1,404,926 to \$1,853,192  
... Instructional Resources from \$0 to \$3,329

To increase resources in the Special Revenue (Non-Aidable) Fund for:

- ... State Aid from \$782,600 to \$805,692
- ... Institutional Revenue from \$317,000 to \$407,489
- ... Federal Revenue from \$7,109,413 to \$8,046,745

To decrease resources in the Special Revenue (Non-Aidable) Fund for:

- ... Designated Fund Balances from \$76,837 to \$46,476

To increase expenditure appropriations/uses in the Special Revenue (Non-Aidable) Fund for:

- ... Student Services from \$8,305,850 to \$9,326,402

To increase resources in the Capital Projects Fund for:

- ... Designated Fund Balances from \$158,921 to \$241,109

To increase expenditure appropriations/uses in the Capital Projects Fund for:

- ... Instruction from \$1,033,890 to \$1,116,078

To increase resources in the Enterprise Funds for:

- ... Designated Fund Balances from \$99,421 to \$289,718

To increase expenditures/uses in the Enterprise Funds for:

- ... Auxiliary Services from \$250,251 to \$440,818

To increase resources in the Internal Service Fund for:

- ... Retained Earnings from \$673,871 to \$828,647

To increase expenditures/uses in the Internal Service Fund for:

- ... Auxiliary Services from \$1,016,596 to \$1,171,372

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

Roll call vote: Fields, yes; Jung, excused; Prill, yes; Lloyd, yes; Schwab, yes; Zeratsky, yes; Laubenstein, yes; and Staral, yes. Motion CARRIED.

#### APPROVAL OF BUDGET ADJUSTMENTS – 2018-19 BUDGET

MOTION Lloyd, second Fields, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2018-19 District budget:

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2018-19 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2018-19 budgetary revisions:

To increase anticipated resources in the General Fund for:

- ... Tax Levy from \$11,070,068 to \$11,097,131
- ... Other Student Fees from \$895,537 to \$1,102,952
- ... Transfers from Designated for Operations from \$0 to \$487,510

To increase expenditure appropriations and uses in the General Fund for:

- ... Instructional Resources from \$1,909,235 to \$1,909,502
- ... Student Services from \$6,518,882 to \$6,784,382
- ... Interfund Transfers from \$0 to \$1,700,000

To decrease anticipated resources in the General Fund for:

- ... State Aid from \$24,697,792 to \$24,614,515
- ... Program Fees from \$7,148,949 to \$6,982,820
- ... Institutional Revenue from \$4,279,620 to \$4,229,620

To decrease expenditure appropriations and uses in the General Fund for:

- ... Instruction from \$24,575,681 to \$24,519,441
- ... General Institutional from \$11,416,232 to \$10,508,500
- ... Physical Plant from \$3,705,155 to \$3,685,323
- ... Transfers from Designated for Operations from \$559,381 to \$0

To increase anticipated resources in the Capital Projects Fund for:

- ... Interfund Transfers from \$0 to \$1,700,000

To increase expenditure appropriations and uses in the Capital Projects Fund for:

- ... Transfers to Reserves and Designated Fund Balances from \$0 to \$1,700,000

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

Roll call vote: Jung, excused; Fields, yes; Laubenstein, yes; Prill, yes; Zeratsky, yes; Schwab, yes; Lloyd, yes; and Staral, yes. Motion CARRIED.

#### APPROVAL OF RESOLUTION – CERTIFICATION OF TAX LEVY

MOTION Schwab, second Prill, that the Moraine Park Technical College District Board approve the following resolution to certify the tax levy for the Moraine Park Technical College District for the 2018-19 budget year:

WHEREAS, the Moraine Park Technical College District Board adopted the budget for fiscal year 2018-19 on June 20, 2018, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2018-19 budget on October 17, 2018, in accordance with Chapter TCS 7.05(6) of the Wisconsin Administrative Code; and

WHEREAS, this review resulted in a modification of the budget based on a thorough analysis of resources available, a review of revenue projections and current expense and debt service appropriations, a complete revision of the personnel budget, and a change to the tax levy allocations as proposed in the budget document; and

WHEREAS, the tax levy required to support the 2018-19 budget represents a 1.40799%, or a \$235,360 increase over the 2017-18 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of .42945 and a debt service mill rate of .20626 for a total mill rate of .63571.

WHEREAS, the operational tax levy increase of 1.44582% is equivalent to the net new construction rate as determined by the Wisconsin Department of Revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of sixteen million, nine hundred fifty-one thousand, three hundred thirty-five dollars (\$16,951,335) on the full value of the taxable property of the District for the purpose of operating and maintaining the schools of the District, payment of indebtedness, acquiring equipment, and making capital improvements for the year beginning July 1, 2018.

BE IT FURTHER RESOLVED, that the Moraine Park Technical College District Board pursuant to Section 38.16(1) of the Wisconsin Statutes authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for collection in each city, village, and town within the District, and that the respective clerks be informed of this action.

Roll call vote: Schwab, yes; Lloyd, yes; Prill, yes; Jung, excused; Zeratsky, yes; Laubenstein, yes; Fields, yes; and Staral, yes. Motion CARRIED.

#### APPROVAL OF BID – E-WING BUILDING REMODEL

MOTION Zeratsky, second Fields, that the Moraine Park Technical College District Board accept the following low bid for the E-Wing Remodel project: Contract No. 1 to Capelle Bros. & Diedrich, Inc. in the amount of \$1,408,800; and, further, that the President be authorized to proceed with this project. Roll call vote: Lloyd, yes; Prill, yes; Jung, excused; Zeratsky, yes; Laubenstein, yes; Fields, yes; Schwab, yes; and Staral, yes. Motion CARRIED.

#### APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED \$3,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2018-19A

MOTION Laubenstein, second Fields, that the Moraine Park Technical College District Board adopt the following resolution authorizing the issuance and establishing parameters for the sale of \$3,500,000 General Obligation Promissory Notes, Series 2018-19A, in the amount of \$1,500,000 for the public purpose of financing the remodeling of the E-wing at the Fond du Lac Campus, and \$2,000,000 for the public purpose of financing the acquisition of movable equipment. Roll call vote: Prill, yes; Jung, excused; Zeratsky, yes; Laubenstein, yes; Fields, yes; Schwab, yes; Lloyd, yes; and Staral, yes. Motion CARRIED.

#### PRESIDENT'S REPORT

Highlights of meetings recently attended were provided, to include recent conversations with the Treffert Center regarding their proposed charter school, and participation in the strategic planning sessions of Envision Greater Fond du Lac, and the WOW Workforce Development Board's Strategic Initiatives Committee. It was noted that a response has been received from the Higher Learning Commission regarding the College's recently submitted Systems Portfolio. More information on this topic will be provided at the Board's November 2 Workshop. Those in attendance were informed that a former MPTC District Board, Ray Krueger, recently passed away. An expression of sympathy had been sent on behalf of the College and the Board, and a thank you note from Mr. Krueger's family was shared.

A legislative update was provided. Details relative to the WTCS' budget request to the Governor were reviewed.

It was noted that a special meeting of the WTCS Presidents' Association was held on October 3. The group met with Ashley Furniture representatives to discuss potential partnership efforts. Board members were informed that one application has been received for the current Board vacancy. It was stated that the Appointment Committee will be meeting on November 5 to interview this candidate. If appointed and ratified by the WTCS Board, it is anticipated that this individual would be joining the MPTC District Board in February 2019.

Information on a variety of College activities was shared. It was noted that the College does not intend to reapply for the TRIO/Edge grant when it expires in 2020, however, the plan is to continue the services that have been provided as a result of this grant. Upcoming "Heavy Metal" tours were noted, which include Maysteel Industries and Cole Manufacturing. Board members were reminded of a few upcoming events, to include the Innovation 2025 Summit on October 19, the Promise Campaign Celebration on November 1 at Grande Cheese, and the November 2 Board Workshop.

Information only; no Board action required.

VOTING DELEGATE – ACCT LEADERSHIP CONGRESS

Lowell Prill volunteered to represent the Board as their voting delegate for the upcoming Association of Community College Trustees' Leadership Congress. Chairperson Staral agreed to serve as a backup. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE  
DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

Board members in attendance at the October 12-13 District Boards Association Fall meeting shared highlights of sessions attended. It was noted that Moraine Park will be serving as the host for the Association's Spring 2019 meeting. President Baerwald shared that the College will be submitting a nomination for Chairperson Staral as the Association's Board Member of the Year. Information only; no Board action required.

ADJOURNMENT

The Board meeting was adjourned following the completion of the regular session.