

MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MINUTES

June 21, 2023

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:09 p.m., June 21, 2023, in Room A-112 of Moraine Park Technical College, 235 N. National Ave., Fond du Lac, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the meeting were Bur Zeratsky, Diane Guerrero, Kate Treichel, Vernon Jung, Mike Schwab, and Sara Hintz. Board members Rob Johnson and Steve Hill were excused.

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

Brittany Schmidt, the new Student Involvement Specialist; Sarah Koenigs, the new Department of Corrections College Advisor; and Doug Hamm, the new Vice President of Teaching and Learning, were introduced to the board. Information only; no board action required.

APPROVAL OF MINUTES

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board approve the May 17, 2023 meeting minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

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

1. Human Resources – Employment;
2. Financial Services – Accounting/Investments;
3. Economic Development Contracting;

and that the bills for the month of May be approved and payments are authorized, ordered, and confirmed. May receipts total \$16,675,918.21. May disbursements total -\$7,108,615.11. Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, present; Schwab, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF RETIREMENTS

MOTION Hintz, second Treichel, that the Moraine Park Technical College District Board accept the retirements of Cynthia Wolf and Julie Pieper:

These employees have proven to be very dedicated, cooperative and hard-working employees of Moraine Park Technical College. The Board hereby accepts their retirements and expresses sincere appreciation for their many contributions and years of service. The Board also wishes to express its appreciation on behalf of the citizens of the Moraine Park District.

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

APPROVAL OF BOARD POLICIES – ENDS

MOTION Schwab, second Zeratsky, that the Moraine Park Technical College District Board adopt Board Policies 4.2 – College Purposes, and BP 4.4 – Student Success, as presented and recommend these policies and all remaining Ends policies be documented as reviewed or revised accordingly for the 2023-24 fiscal year. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

APPROVAL OF BID – BACKUP GENERATOR INSTALLATION – BEAVER DAM CAMPUS

MOTION Treichel, second Zeratsky, that the Moraine Park Technical College District Board accept the following lowest responsible bid for the Beaver Dam Backup Generator Installation, awarding the contract to Circle Electric in the amount of \$396,120; and, further, that the President be authorized to proceed with this project. Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, yes; Schwab, abstain; and Hopp, yes. Motion CARRIED.

APPROVAL OF THREE-YEAR FACILITIES PLAN

MOTION Zeratsky, second Schwab, that the Moraine Park Technical College District Board approve the 2023-26 Three-Year Facilities Plan and, further, that the Plan be submitted to the Wisconsin Technical College System Board for their acceptance. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

APPROVAL OF RESOLUTION MODIFYING RESERVES

MOTION Schwab, second Zeratsky, that the Moraine Park Technical College District Board adopt the following resolution establishing the following reservations and segregations of fund balances at the dollar levels indicated:

WHEREAS, the Wisconsin Administrative Code TCS 7.05(5) requires that a district board adopt a resolution creating reserves and requires that, prior to the adoption of its budget, each district disclose all reserves maintained by it, the amount contained in each reserve and the anticipated amount by which each reserve will be increased or decreased during the year for which the budget is adopted; and

WHEREAS, the Moraine Park Technical College District Board will be approving the District's 2023-24 Annual Budget.

THEREFORE, BE IT RESOLVED that the Moraine Park Technical College District Board hereby approves the following reservations and segregations of fund balances:

- RESERVE FOR CAPITAL PROJECTS - A segregation of a portion of the fund balance which is exclusively and specifically for the acquisition and improvement of sites and for the acquisition, construction, equipping, and renovation of buildings. At June 30, 2023, this reserve is planned to be \$9,497,944, but should not exceed \$8,212,416 over the next year in the Capital Projects Fund.

- RESERVE FOR DEBT SERVICE - A segregation of a portion of fund balance to provide for debt service requirements for the coming year which is planned to be \$1,516,022 at June 30, 2023, but should not exceed \$1,730,688 over the next year in the Debt Service Fund.

- RESERVE FOR STUDENT FINANCIAL ASSISTANCE - A segregation of a portion of fund balance to provide for financial aid to students. At June 30, 2023, this reserve is planned to be \$191,815 and should not exceed \$137,583 over the next year in the Special Revenue Fund (non-aidable).

- RESERVE FOR STUDENT CLUBS AND ORGANIZATIONS - A segregation of a portion of fund balance to provide for student clubs and organizations. At June 30, 2023, this reserve is planned to be \$923,230 and should not exceed \$864,736 over the next year in the Special Revenue Fund (non-aidable).

- DESIGNATED FOR OPERATIONS - A designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances. At June 30, 2023, this designation is planned to be \$10,110,107 and should not exceed the amount over the next year in the General Fund.

- DESIGNATED FUND BALANCE FOR SUBSEQUENT YEARS - A designated segregation of a portion of fund balance to be used to fund subsequent to the forthcoming year's budget. At June 30, 2023, this designation is planned to be \$634,376 and should not exceed this amount over the next year in the General Fund.

- DESIGNATED FUND BALANCE FOR SUBSEQUENT YEAR - A designated segregation of a portion of fund balance to be used to fund subsequent to the forthcoming year's budget. At June 30, 2023, this designation is planned to be \$214,792 and should not exceed this amount over the next year in the General Fund.

- DESIGNATED FOR STATE AID FLUCTUATIONS - A designated segregation of a portion of fund balance to be used to fund subsequent to the forthcoming year's budget. At June 30, 2023, this designation is planned to be \$414,584 and should not exceed this amount over the next year in the General Fund.

- RESERVE FOR PREPAID ITEMS - A designated segregation of a portion of fund balance to be used to fund subsequent to the forthcoming year's budget. At June 30, 2023, this designation is planned to be \$1,564,801 and should not exceed this amount over the next year in the General Fund.

- DESIGNATED FUND BALANCE FOR SUBSEQUENT YEAR - A designated segregation of a portion of fund balance to be used to fund the forthcoming year's budget. At June 30, 2023, this designation is planned to be \$1,685,197 and should not exceed \$1,336,930 over the next year in the Special Revenue Fund (operational).

Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, yes; Schwab, yes; and Hopp, yes. Motion CARRIED.

ADOPTION OF 2023-24 INSTITUTIONAL PLAN AND BUDGET

MOTION Treichel, second Jung, that the Moraine Park Technical College District Board approve the following resolution to adopt the institutional plan and budget for fiscal year 2023-24:

WHEREAS, the notice of the public hearing on the proposed 2023-24 budget of the Moraine Park Technical College District was published in the Fond du Lac Reporter, the West Bend News, and the Beaver Dam Daily Citizen by May 2, 2023, as a Class I Legal Notice; and

WHEREAS, the Moraine Park Technical College District Board has held pursuant to Wis. Stat. sec. 65.90(4), a public hearing on the proposed 2023-24 budget on May 17, 2023 in Fond du Lac, Wisconsin, at Moraine Park Technical College, 245 North National Avenue and conducted electronically, via conference call at 5:00 p.m.

NOW, THEREFORE, BE IT RESOLVED that the Moraine Park Technical College District Board hereby adopts the budget of one hundred two million eight hundred forty five thousand one dollar (\$102,845,001) and the associated institutional plan as indicated in the attachment of this resolution for the making of capital improvements, payment of indebtedness, acquisition of equipment, and the operating and maintenance of the schools of the District for the fiscal year beginning July 1, 2023.

Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, yes; Schwab, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,750,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023-24A

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board adopt the following resolution authorizing the issuance and setting the sale of \$1,750,000 General Obligation Promissory Notes, Series 2023-24A (the "Notes") for the public purpose of financing acquisition of movable equipment:

WHEREAS, the Moraine Park Technical College District, Wisconsin (the "District") is presently in need of \$1,750,000 for the public purpose of financing the acquisition of movable equipment; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purpose through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.

Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, yes; Schwab, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF CONTRACT FOR LEGAL SERVICES

MOTION Jung, second Zeratsky, that the Moraine Park Technical College District Board authorize the President to enter into a contract with Dempsey Law LLP for legal services during the period July 1, 2023 – June 30, 2024. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

FOUNDATION UPDATE

The Director of College Advancement presented a high-level overview of the Moraine Park Foundation's assets, financial position, campaign and fundraising trends, President's Circle Giving Society, planned giving initiatives, and various scholarship and emergency funds provided to students over the past five years. Information only; no Board action required.

RECRUITMENT

The Director of Talent and the Director of Marketing presented an update on talent acquisition and employment marketing efforts at the college. Department staff, hiring trends, internal and external marketing efforts, consortium partnerships with other WTCS colleges, planned next steps for marketing enhancement, and a brief employment marketing video were included in the presentation. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald shared brief highlights of meetings recently attended, including the recent Economic Development Board of Washington County annual retreat, Washington-Ozaukee-Waukesha County Workforce Development Board workshop and strategic planning summit, recent new "40 Under 40" event, Envision Greater Fond du Lac board involvement, Project Grill event, partnership discussions with the Treffert Center, and visits to Milwaukee Tool and Sadoff Iron and Metal. Legislative update noted Senator Baldwin's office will officially be requesting an earmark of \$150,000, recent Joint Finance Committee meeting on the system-wide budget and ongoing conversations regarding operational tax levy authority, and monitoring of activities related to UWM-Washington County. WTCS update noted recent President's Association strategic planning retreat which focused on employment branding and technical college marketing efforts. College activities update noted referendum activities including finalized ownership of the land parcel in Horicon for the Regional Fire Training Center and upcoming bid approval in August, recent West Bend Campus open house event, 9th cohort completion of the Kreilkamp truck driving boot camp, articulation agreement signing ceremony with UW-Oshkosh, receipt of the largest allocation of WAT grants in college history, and special thanks for those that attended recent graduation and completion ceremonies. Information only; no Board action required.

UPCOMING EVENTS

A summary of upcoming meetings and events was shared. Anyone wishing to register for upcoming events should contact the President's Office. Information only; no Board action required.

CLOSED SESSION

MOTION Zeratsky, second Jung, that the Moraine Park Technical College District Board break and convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (regarding various personnel matters including evaluation of the College President). Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, yes; Schwab, yes; and Hopp, yes. Motion CARRIED.

RECONVENE TO OPEN SESSION

MOTION Jung, second Hintz, that the Moraine Park Technical College District Board reconvene into open session. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

RATIFICATION OF PRESIDENT'S EMPLOYMENT AGREEMENT

MOTION Treichel, second Jung, that the Moraine Park Technical College District Board ratify and approve the President's Employment Agreement and 2023-24 Salary/Benefits Summary letter as prepared by the District Board's legal counsel. Roll call vote: Johnson, excused; Jung, yes; Hintz, yes; Treichel, yes; Hill, excused; Zeratsky, yes; Guerrero, yes; Schwab, yes; and Hopp, yes. Motion CARRIED.

ADJOURNMENT

MOTION Zeratsky, second Schwab, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 6:58 p.m.