

**REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD**

April 22, 2009

The regular meeting was called to order at 6:00 p.m. by Chairperson Bucheger. He indicated this was an open meeting with notices mailed to the news media and other interested parties and posted at the Chippewa Valley Technical College campuses/centers in Chippewa Falls, Eau Claire, Menomonie, River Falls, and Neillsville on April 17, 2009.

1. Roll Call: Present: Gary Brummeyer, Francis Bucheger, Larry Hagness, Jesse Harness, Marilyn Jaskot, Judith Kucera, and Ramona Mathews. Absent: Susan Kumferman.

Also present: Bruce Barker, Joe Hegge, Tom Huffcutt, Margo Keys, Candy Johnson, Colleen Bates, Cheryl Gullicksrud, Gary Mitchell, Jim Kreilich, Pete Nohelty, John LeBrun, Jerry Bishop, Dawn Bosold, Kirk Moist, Mary Casey, Tim Shepardson, Al Dohm, Alisa Hoepner, and Bettyann Nowak.

2. Delegations and Petitions

Jim Kreilich, Pete Nohelty, and John LeBrun gave a presentation on the Chippewa Valley Internetworking Consortium (CINC). They reviewed the objectives, affiliated organizations, problems, and solutions. They are asking CVTC to fund approximately \$80,000 to run fiber optics to Eau Claire's west side and Chippewa Falls. They are asking for a firm pledge within 30 days and payment in August or September. Mr. Barker asked for more information on the governance structure of CINC. Mr. LeBrun will be invited to the May 21, 2009, Board Committee meeting for further discussion.

3. Ms. Hoepner gave the Student Government Association (SGA) report. The SGA elected a treasurer and WSG Governor for next year. Elections for all other positions will take place in fall. The SGA approved next year's student activity fee budget. Next week the SGA will vote on approving \$600,000 (\$200,000 each year for the next three years) for the Learning Center and Student Commons remodeling projects. The end of the year awards and recognition banquet is scheduled for April 30th. President Barker is giving the welcoming speech. Ms. Hoepner introduced the 2009 District Student Ambassador Bettyann Nowak. Ms. Nowak will be graduating from the Marketing program in May—where she will be the student graduation speaker. She graduated from the Business Management program last year. Ms. Nowak indicated she was ready to assist the college in her role as ambassador.
4. Motion by Mr. Harness, seconded by Ms. Mathews, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the following consent agenda items are approved as presented and recommended:

Minutes of March 19, 2009, Committee-of-the-Whole Meeting
Minutes of March 25, 2009, Regular Meeting.

Personnel Matters – Employment: Adjunct instructors as listed; Jason Michaud, Advanced Micro Machining Instructor, 4/1/09; Ed Wittrock, Electrician Apprenticeship Instructor, 08/09; and Julia Raehpour, Staff Development Coordinator/Quality Matters Developer, 04/06/09.

Financial Report: Payroll Direct Deposit in the amount of \$1,569,250.33; Accounts Payable Checks 30003719-30004341 in the amount of \$2,305,235.09; Refund Checks 80001479-80001626 in the amount of \$27,086.38; Financial Aid Checks 20009033-20009126 in the amount of \$165,385.37; Bank Transfers 2563-2573 in the amount of \$1,276,448.31; and Direct Deposit Travel in the amount of \$34,596.04 drawn on the Chippewa Valley Technical College District for the various amounts and the Financial Reports for March 2009 as presented.

Thirty-three (33) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

5. Action Items

- A. Mr. Huffcutt explained that approval of the plan doesn't commit the Board to any specific project, but all projects must be included in the plan in order to do it at all. The major components of the plan for FY'10 include: remodeling of the Barber/Cosmetology Lab, Learning Center, Cafeteria/Student Commons, River Falls, and the possible construction of the Energy Education Center. Motion by Mr. Brummeyer, seconded by Mr. Kreilich, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the three-year facility plan as presented and also approves submitting the plan to the Wisconsin Technical College System State Board as required by Administrative Bulletin 04-01. Ayes: All. Nays: None. Motion carried.

- B. Mr. Barker distributed a copy of the five-year capital plan. He indicated this was the first resolution in the borrowing process and that the dollars being borrowed will be used to purchase capital equipment and to fund facilities improvements. He explained that the college is considering borrowing a total of \$6.5 million in FY'10. This borrowing is for half that amount or \$3,250,000. The college will do a second borrowing in the fall.

Mr. Barker reminded the Board that on March 20, 2008, they passed a resolution limiting the amount that could be spent on upgrading the HVAC system in NanoRite to \$100,000. The lowest bid received to do that upgrade was \$159,800. Mr. Barker wanted the Board to know that the bid was higher than what they authorized due to the tight tolerance required for the tenants. The additional amount is part of this borrowing. Next month the second resolution authorizing the sale of the bonds will be brought forward. Motion by Mr. Harness, seconded by Ms. Mathews, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the Resolution Authorizing the Issuance of Not to Exceed \$3,250,000; General Obligation Promissory Notes and Setting the Sale Therefor be approved

as presented and recommended. Ayes: All. Nays: None. Motion carried. And the resolution was declared adopted.

(A true copy of the resolution as adopted is attached hereto and incorporated herein by reference.)

- C. Mr. Huffcutt presented three options for leadership merit budget: (1) increase merit budget by 2 to 2.5 percent; (2) freeze pay of leadership employees for Fy'10; or (3) postpone action on leadership pay until September 2009. Motion by Mr. Brummeyer, seconded by Ms. Mathews, to postpone action on leadership pay until September 2009. Ayes: All. Nays: None. Motion carried.
- D. Mr. Huffcutt reviewed the proposed changes to leadership benefits: vacation carryover, tuition reimbursement, flex plan contribution, elimination of 55/15 early retirement option with paid health insurance for new leadership hires, eliminate early retirement stipend for new leadership hires, and change opt out rate from 95% to 90% of the single plan rate. Motion by Mr. Hagness, seconded by Mr. Harness, to approve the vacation carryover option of banking up to one week of non contract time to use in a subsequent year, eliminating the 55/15 early retirement option with paid health insurance for new leadership hires, eliminating the early retirement stipend for new leadership hires, and deferring the decision on tuition reimbursement, flex plan contribution, and change in opt out rate from 95% to 90% until September 2009. Ayes: All. Nays: None. Motion carried.
- E. Motion by Mr. Hagness, seconded by Ms. Kucera, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the Board policies *Board-Staff Relationship (President's Responsibilities)*, *Board-Staff Relationship (Delegation to President)*, and *Executive Limitations* as presented. Ayes: All. Nays: None. Motion carried.

6. Board Chairperson's Report

Board members reported on the activities they have or will be participating in: Boards Association Spring Conference (Buchegeger, Kucera, Mathews); Eau Claire Chamber Annual Meeting (Buchegeger); Farm Business Management Banquet (Brummeyer, Hagness); Joint Finance Breakfast (Buchegeger, Hagness); River Falls Graduation (Brummeyer); and Eau Claire Graduation (Jaskot).

7. President's Report

- A. Mr. Moist presented the financial indicators for the month. He explained there was an error in calculating our state aid for the past two years by the System Office and that we have been over paid approximately \$250,000 because of the error. We will have to pay that back. Arrangements are being made to do that.
- B. Mr. Moist reviewed the enterprise funds for the past year. The key attributes of an enterprise fund are that customers pay for the activities; there is no direct competition with private business; learning opportunities are often a part of an enterprise fund; costs are excluded from State Aid calculations; and the tax levy

is not a direct source of funding. CVTC Enterprise Funds include: dental clinic, parking, UW Health, Chippewa Job Center, NanoRite, Upper Cuts, and Bridgeport and Campus Trends.

C. Mr. Barker reported on the following items:

- April 21-22 – Over 242 scholarship for a total of approximately \$110,000 were awarded at the donor luncheons.
- Mr. Barker and Ms. Peck met with the *Leader Telegram* editorial board at the end of March. This meeting generated two editorials.
- CVTC is participating in the WI Department of Revenue's Taxpayer Revenue Intercept Program (TRIP), where if a student owes the college money, we can collect from their tax refund.

D. Mr. Barker distributed a comparison of projected tax levies for the technical college system. This list was updated on April 17th. He reviewed the proposed budget model for FY'10.

8. There were no announcements or requests.

9. Mr. Bucheger asked Board members to complete the Plus/Delta evaluation forms before leaving the meeting.

10. Motion by Ms. Mathews, seconded by Ms. Kucera, to adjourn Executive Session to discuss Wis. Stats. 19.85(1)(c) – considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Ayes: All. Nays: None. Motion carried. The meeting adjourned to closed session at 8:10 p.m.

The meeting returned to open session at 9:13 p.m. Motion by Mr. Harness, seconded by Ms. Mathews, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 9:13 p.m.

Recorded by:

Candace S. Johnson
Executive Assistant to the President

Submitted by:

Marilyn J. Jaskot
Chippewa Valley Technical College District Board

Date

Chairperson

Secretary

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE OF
NOT TO EXCEED \$3,250,000 GENERAL OBLIGATION PROMISSORY NOTES; AND
SETTING THE SALE THEREFOR

WHEREAS, the Chippewa Valley Technical College District , Chippewa, Dunn, Eau Claire, Pepin and Pierce Counties and portions of Buffalo, Clark, Jackson, Taylor, Trempealeau and St. Croix Counties, Wisconsin (the "District") is presently in need of \$1,000,000 for the public purpose of paying the cost of building remodeling and improvements and \$2,250,000 for the public purpose of paying the cost of acquiring moveable equipment, 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 to issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes for the public purpose of paying the cost of building remodeling and improvements in an amount not to exceed \$1,000,000; and be it further

RESOLVED, that the District shall issue general obligation promissory notes for the public purpose of paying the cost of acquiring moveable equipment in an amount not to exceed \$2,250,000; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed THREE MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (\$3,250,000) from a purchaser to be determined by subsequent resolution of the District Board (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 THREE MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (\$3,250,000) (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 ten 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 Eau Claire Leader-Telegram, the official newspaper of the District. The notices to electors shall be in substantially the form attached hereto as Exhibits A and B and incorporated herein by this reference (collectively, the "Notice").

Section 3. Official Statement. The Secretary shall cause an Official Statement to be prepared by the District's financial advisor, Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 4. 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 Notice to Electors provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded April 22, 2009.

Francis R. Bucheger
Chairperson

Attest:

Marilyn J. Jaskot
Secretary

(SEAL)

EXHIBIT A

NOTICE TO THE ELECTORS
OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT
CHIPPEWA, DUNN, EAU CLAIRE, PEPIN AND PIERCE COUNTIES AND PORTIONS OF
BUFFALO, CLARK, JACKSON, TAYLOR, TREMPLEALEAU AND ST. CROIX COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on April 22, 2009, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$1,000,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of building remodeling and improvements.

A copy of said resolution is on file in the District office, located at 620 West Clairemont Avenue, Eau Claire, WI 54701, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 22nd day of April, 2009.

BY THE ORDER OF THE
DISTRICT BOARD

Marilyn J. Jaskot
Secretary

EXHIBIT B

NOTICE TO THE ELECTORS
OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT
CHIPPEWA, DUNN, EAU CLAIRE, PEPIN AND PIERCE COUNTIES AND PORTIONS OF
BUFFALO, CLARK, JACKSON, TAYLOR, TREMPLEAU AND ST. CROIX COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on April 22, 2009, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$2,250,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of acquiring moveable equipment.

A copy of said resolution is on file in the District office, located at 620 West Clairemont Avenue, Eau Claire, WI 54701, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 22nd day of April, 2009.

BY THE ORDER OF THE
DISTRICT BOARD

Marilyn J. Jaskot
Secretary