

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

September 17, 2009

The regular meeting was called to order at 6:03 p.m. by Chairman Gary Brummeyer. 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 September 11, 2009.

1. Roll Call: Present: Colleen Bates, Gary Brummeyer, Francis Bucheger, Larry Hagness, Judith Kucera, Ramona Mathews, Gary Mitchell, and Gwen Southard-Schuppel.
Absent: Cheryl Gullicksrud.

Also present: Bruce Barker, Tom Huffcutt, Joe Hegge, Candy Johnson, Mary Casey, Jerry Bishop, Kirk Moist, Doug Olson, Tim Shepardson, Roxann Vanderwyst, Pam Owen, Duane Buntz, Al Dohm, John Kleven, Mary Gorud, and Roger Stanford.

2. Motion by Mr. Bucheger, seconded by Ms. Kucera, to approve the agenda as presented.
Ayes: All. Nays: None. Motion carried.
3. There were no delegations or petitions.
4. Duane Buntz, Student Government Association (SGA) Treasurer, reported on the following events: SGA welcomed students by the walk bridge on the first day of classes and handed out over 1500 care packages; sponsored the fall picnic at the Business Education Center; sponsored Constitution Day (9/17) activities outside the Library. Mr. Buntz also indicated that fall SGA elections will be held on 9/23. There is at least one person running for each open position
5. Motion by Mr. Bucheger, seconded by Mr. Mitchell that the following resolution be adopted:

Minutes of the following meeting: August 20, 2009, Regular meeting.

Personnel Matters – Employment: Adjunct Instructors; Linda Loew, Program Assistant, 09/14/09 (transfer); Nate Runge, Systems Administrator, 08/27/09 (transfer); and Lora Nelson, Payroll and Accounts Receivable Clerk, 09/22/09. Retirement: Lynn Ruesch, Barber/ Cosmetology Instructor, 10/22/09.

Financial Report: Payroll Direct Deposit in the amount of \$1,488,266.94; Accounts Payable Checks 30006501-30006867 in the amount of \$1,961,078.53; Refund Checks 80002012-80002053 in the amount of \$2,530.06; Financial Aid Checks 20010062-20011881 in the amount of \$3,124,680.30; Bank Transfers 2608-2618 in the amount of \$1,392,813.24; and Direct Deposit Travel in the amount of \$13,855.95 drawn on the Chippewa Valley Technical College District for the various amounts and the Financial Reports for August 2009 as presented.

Twenty (20) contracts for services are approved as recommended and presented on the attached list.

Ayes: All. Nays: None. Motion carried.

6. Action Items

- A. Mr. Moist asked if there were any questions regarding the procurement report presented at the committee meeting. There were no questions. Motion by Ms. Mathews, seconded by Ms. Bates, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the 2008-2009 procurement report. Wisconsin Administrative Code TCS6.05(2)(h).

Ayes: All. Nays: None. Motion carried.

- B. Mr. Barker indicated that the Career and Technical Student Organizations 66.30 Agreement is brought to the Board each year for approval. The purpose of the agreement is to allow our students to participate in state and national competitions. Motion by Mr. Hagness, seconded by Ms. Southard-Schuppel, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the 66.30 agreement for participation in the Career and Technical Student Organization Program for 2009-2010 be approved as recommended and presented.

Ayes: All. Nays: None. Motion carried.

- C. Mr. Moist 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. This borrowing represents the second half of the funding for the 2010 capital budget. The first half was borrowed on June 18, 2009. He explained that the sale of this bond will be by competitive bid. Next month the second resolution authorizing the sale of the bonds will be brought forward. Motion by Mr. Bucheger, seconded by Ms. Bates, 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 \$1,750,000; 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.)

7. Board Chairperson's Report

- A. Mr. Brummeyer reminded the Board that the retreat is scheduled for Monday, September 28, 8:30 AM to 2 PM, at Sacred Heart Hospital. The Board reviewed the agenda and did not have any revisions at this time. Mr. Bucheger indicated he would be unable to attend the retreat.
- B. The Board asked Ms. Mathews if she would like to be nominated for the Boards Association's Board Member of the Year. Ms. Mathews indicated she would be honored to be nominated.

8. President's Report

- A. Mary Gorud, Financial Aid Officer, gave a report on financial aid. Fifty-nine percent of our students receive some kind of financial aid. She indicated that financial aid pays for tuition and fees first and if there is money left, it can cover living expenses as well. Ms. Gorud also described the four kinds of aid: scholarships, grants, loans, and work study. Ms. Bates asked about the different kinds of financial aid (and how they are notified of what is available) for Native Americans.

Mr. Moist reviewed the veterans benefits programs available at the federal and state levels.

- B. Doug Olson introduced the Business and Industry (B&I) Team (Pam Owen, NanoRite; Roxann Vanderwyst, Menomonie; Tim Shepardson, Chippewa Falls; and John Kleven, River Falls). Mr. Olson reviewed the B&I revenue for FY'09: 239 unique offerings with 139 different companies and organizations for total revenue of \$987,016. The B&I Team distributed a sample packet to the Board members. Ms. Vanderwyst explained that the team has developed a new evaluation instrument and a new training needs survey for employers. She also explained that the B&I Team are working closely with the education directors to collaborate on staffing and offerings.

- C. Mr. Moist reviewed the financial outlook for FY'09.

- D. Roger Stanford, Director of Curriculum and Professional Development, reviewed the fall faculty and the upcoming staff inservice.

- E. Mr. Barker reported on the following items:

- Healing Field display, September 18-20, east of the CVTC student parking lot
- Synergy Conference, September 16-17
- Energy Education Center Visioning Forum, September 25. Opportunity to get input from business and industry representatives on the curriculum and facilities needs for energy programming.
- Eau Claire Chamber/CVTC Community Breakfast, October 7, 7 AM. Theme is "CVTC: Responding to the Challenges of a New Era."
- Paralegal Accreditation Site Visit, September 14-15. Comments from visiting team included, "Wonderful program; one of the finest we've ever seen."
- University Transfer Review by WTC System Staff, September 17.

- Susan Frame, Horticulture Instructor, was selected as the recipient of the Domer Award of Teaching Excellence. Grace Rich and Barbara Ries were selected as recipients of the Fuerstenberg Teaching Excellence Award.

Mr. Barker thanked Mr. Hegge for his years of service to the college, for his assistance and advice over the years, and for his friendship.

9. Announcements

Ms. Southard-Schuppel announced that the Wisconsin Economic Development Association (WEDA) Conference will be held in Eau Claire on September 23-25.

10. Mr. Brummeyer encouraged the Board members to complete the Plus/Delta evaluation forms before leaving the meeting.

11. Motion by Ms. Kucera, seconded by Ms. Mathews, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 7:55 p.m.

Recorded by:

Candace S. Johnson
Executive Assistant to the President

Submitted by:

Ramona J. Mathews, Secretary
Chippewa Valley Technical College District Board

Date

Chair

Secretary

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE OF
NOT TO EXCEED \$1,750,000 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 \$750,000 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 \$750,000; 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 ONE MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$1,750,000) 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 ONE MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$1,750,000) (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. Sale of the Notes. The Notes shall be offered for public sale. At a subsequent meeting, the District Board shall consider such bids as may have been received, take action on the bids 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 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 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 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 September 17, 2009.

Gary R. Brummeyer
Chairperson

Attest:

Ramona J. Mathews
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, 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 September 17, 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 17th day of September, 2009.

BY THE ORDER OF THE
DISTRICT BOARD

Ramona J. Mathews
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 September 17, 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 \$750,000 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 17th day of September, 2009.

BY THE ORDER OF THE
DISTRICT BOARD

Ramona J. Mathews
Secretary