

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

July 11, 2022

The organizational and regular meeting was called to order at 7:30 AM by Board Member Ramona Mathews. 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 July 6, 2022.

1. Roll Call: Present: Greg Doverspike, Erin Garney, Mike Lea, Ramona Mathews, Mike Noreen, Monica Obrycki, Paul Schley and Justin Zoromski. Absent: Tim Benedict.

Also present: Sunem Beaton-Garcia, Lauren Sullivan, Kirk Moist, Lynette Livingston, Tom Lange, Shelly Olson, Karen Kohler and Rod Bagley.

2. Motion by Mr. Doverspike, seconded by Mr. Noreen, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.

3. A. Mr. Moist explained the purpose of the Public Depository Designation. Motion by Mr. Zoromski, seconded by Ms. Garney, that the following resolution be adopted:

WHEREAS, Wisconsin school districts, technical college districts, cities, villages, counties and towns may invest their monies as authorized by Wisconsin Statutes, Section 66.0603 (1m); and

WHEREAS, Wisconsin Statutes, Section 66.0301 (the "Intergovernmental Cooperation Act") provides, among other things, that municipalities may contract with other municipalities for the joint exercise of any power or duty required or authorized by law, including investment of their monies; and

WHEREAS, the Wisconsin Investment Series Cooperative (formerly known as the Wisconsin School District Liquid Asset Fund) (the "Fund") was formed as of June 23, 1988 pursuant to the Intergovernmental Cooperation Act by the adoption of an Intergovernmental Cooperation Agreement relating to the Wisconsin School District Liquid Asset Fund by Oregon School District and Sheboygan Area School District, as the initial participants of the Fund, which Agreement was amended as of July 15, 1994 and July 12, 2002 (the "Intergovernmental Cooperation Agreement"); and

WHEREAS, the Fund is governed by the Wisconsin Investment Series Cooperative Commission (the "Commission") in accordance with the terms of the Intergovernmental Cooperation Agreement; and

WHEREAS, the Intergovernmental Cooperation Agreement has been presented to this governing body (the "Governing Body"); and

WHEREAS, the Intergovernmental Cooperation Agreement authorizes municipalities to adopt and enter into the Intergovernmental Cooperation Agreement and become participants of the Fund; and

WHEREAS, this Governing Body deems it to be advisable for this Municipality (the "Municipality") to adopt and enter into the Intergovernmental Cooperation Agreement and become a participant of the Fund for the purpose of exercising jointly with other municipalities the power to invest their monies, so as to enhance the investment earnings accruing to each; and

WHEREAS, this Governing Body deems it to be advisable for this Municipality to make use from time to time, in the discretion of the officials of the Municipality identified in Section 2 of this Resolution, of the Fixed Rate Investment Program available to participants of the Fund; and

WHEREAS, this Governing Body deems it advisable for this Municipality to make use of, from time to time, the services provided by PMA Financial Network, LLC, PMA Securities, LLC, U. S. Bank National Association, and/or their affiliates and successors, in connection with the Municipality's utilization of the Fund.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. This Municipality shall join with other Wisconsin municipalities in accordance with the Intergovernmental Cooperation Act by becoming a participant of the Fund and adopting and entering into the Intergovernmental Cooperation Agreement. A copy of the Intergovernmental Cooperation Agreement shall be filed in the minutes of the meeting at which this Resolution was adopted. The President (Chairperson) (Mayor) and the Clerk (Secretary) are authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry of this Municipality into the Intergovernmental Cooperation Agreement and to utilize Fund programs through PMA Financial Network, LLC, PMA Securities, LLC, U. S. Bank National Association, and/or their affiliates and successors.

Section 2. This Municipality is authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Intergovernmental Cooperation Agreement, including investment in the fixed-income program of the Fund through the intermediaries PMA Financial Network, LLC and PMA Securities, LLC. The following officers and officials of this Municipality and their respective successors in office each are designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies of this Municipality from time to time in accordance with the Intergovernmental Cooperation Agreement and pursuant to the Fixed Rate Investment Program available to participants of the Fund: (List the name(s) and title(s) of the officer(s) and official(s) who will be authorized to invest and withdraw monies in and from the Fund and pursuant to the Fixed Rate Investment Program. You may have any number of Authorized Officials; attach an additional list if necessary.)

Name: Sara Nick **Position:** Director of Finance and Budgeting **Signature:** _____

Name: Kirk Moist **Position:** Vice President of Finance and Facilities **Signature:** _____

The Clerk (Secretary) shall advise the Commission of any changes in Authorized Officials in accordance with procedures established by the Commission.

Section 3. Members of this Governing Body and officials of this Municipality are authorized to serve as Commissioners of the Commission from time to time if selected as such pursuant to the provisions of the Intergovernmental Cooperation Agreement.

Section 4. This Municipality may open depository accounts, enter into wire transfer agreements, safekeeping agreements, and lockbox agreements, or other applicable or related documents with U. S. Bank National Association, and any other institutions participating in the Fund programs or programs of PMA Financial Network, LLC and PMA Securities, LLC, pursuant to Wisconsin Statutes, Section 34.05, Wisconsin Statutes, Section 120.12(7) (if applicable) and, when directed by one of the Authorized Officials, Wisconsin Statutes, Section 66.0603. PMA Financial Network, LLC and/or PMA Securities, LLC are authorized to act on behalf of this Municipality as its agent with respect to such accounts and agreements.

Section 5. Credit unions, banks, savings banks, trust companies and savings and loan associations authorized to transact business in the State of Wisconsin which qualify as depositories under Wisconsin law and are included on a list approved and maintained for such purpose by the Administrator of the Fund are designated as depositories of this Municipality pursuant to Wisconsin Statutes, Section 120.12(7) (if applicable) and Wisconsin Statutes, Section 34.05. Monies of this Municipality may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Rate Investment Program available to participants of the Fund through the intermediary PMA Financial Network, LLC

It is hereby certified that Chippewa Valley Technical College duly adopted the Model Resolution at a duly convened meeting of the Governing Body of the Municipality held on the ____11th____ day of ____July____, 2022____, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Signature of Clerk (Secretary) **Date**

It is only necessary to adopt this resolution for the first account (master account) opened by your entity.

Ayes: All. Nays: None. Motion carried.

B. Mr. Bagley explained that the state requires the College to submit a three-year facilities plan each year by August 1st. When submitting a request to the State Board for remodeling or construction, the System Office looks at the college’s three-year plan to verify that the project is in the plan. The plan provides an executive summary, facility inventory, and potential projects, as well as project categories including land acquisition, new construction, remodeling, and capital improvements. The project highlights included in the first year of CVTC’s plan includes a remodel of the newly acquired property in River Falls, and Business Education Center projects for cosmetology, bakery, information technology

program and labs, and graphic design labs. The second year includes a remodel of CVTC Menomonie Campus and Business Education Center student services area. The third year includes a remodel of CVTC Chippewa Falls Campus, remodel of CVTC East Annex, and the Business Education Center to support the food truck for culinary. Motion by Ms. Garney, seconded by Ms. Obrycki, 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.

Organizational Meeting

- A. Oaths of Office were verbally accepted by Board members Mike Lea, Ramona Mathews, and Monica Obrycki. Tim Benedict will take his oath of office at the August Board meeting.
- B. Election of Officers
- (1) Mr. Noreen nominated Ms. Mathews as **Chairperson**. Following three requests for further nominations and hearing none, Mr. Doverspike moved, seconded by Mr. Noreen, that nominations be closed and that a unanimous ballot be cast for Ms. Mathews as Chairperson of the Board. Ayes: All. Nays: None. Motion Carried.
 - (2) Ms. Mathews nominated Mr. Noreen, he declined. Mr. Noreen nominated Ms. Garney as **Vice Chairperson**. Following three requests for further nominations and hearing none, Dr. Schley moved, seconded by Mr. Doverspike, that nominations be closed and that a unanimous ballot be cast for Ms. Garney as Vice Chairperson of the Board. Ayes: All. Nays: None. Motion Carried.
 - (3) Mr. Doverspike nominated Mr. Benedict as **Secretary**. Following three requests for further nominations and hearing none, Mr. Doverspike moved, seconded by Dr. Schley, that nominations be closed and that a unanimous ballot be cast for Mr. Benedict as Secretary of the Board. Ayes: All. Nays: None. Motion Carried.
 - (4) Mr. Noreen nominated Dr. Schley as **Treasurer**. Following three requests for further nominations and hearing none, Mr. Doverspike moved, seconded by Mr. Noreen, that nominations be closed and that a unanimous ballot be cast for Dr. Schley as Treasurer of the Board. Ayes: All. Nays: None. Motion Carried.
- C. Public Depository Designations - Mr. Moist explained that this is a standard resolution that is passed each year in which the district names its public depository. Motion by Mr. Zorowski, seconded by Ms. Garney, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that U.S. Bank, National Association, qualified as a public depository under Chapter 34 of the Wisconsin Statutes, shall be and is hereby designated, until further action, as a public depository for all public monies into the hands of the treasurer of the Chippewa Valley Technical College District, Eau Claire County, State of Wisconsin, and

BE IT RESOLVED by the Chippewa Valley Technical College District Board that First National Bank of River Falls, qualified as a public depository under Chapter 34 of the Wisconsin Statutes, shall be and is hereby designated, until further action, as a public depository for all public monies into the hands of the treasurer of the Chippewa Valley Technical College District, Pierce County, State of Wisconsin, and

BE IT FURTHER RESOLVED that withdrawal or disbursement from the above-named depositories shall be as provided in s.34.05 of the Wisconsin Statutes; that in accordance therewith, all checks shall be signed by the following persons: Ramona Mathews, Chairperson; Paul Schley, Treasurer; and Tim Benedict, Secretary; and shall be so honored, and

BE IT FURTHER RESOLVED, that in lieu of their personal signature(s), the following facsimile signatures, which have been adopted by them as shown below
/s/ Ramona Mathews
/s/ Paul Schley
/s/ Tim Benedict
may be affixed on such order check(s); that the above-named depository shall be fully warranted and protected in making payment on any order check bearing such facsimile(s) notwithstanding that the name may have been placed thereon without the authority of the designated person or persons; and

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the above-named depositories, and said depository may rely on this resolution until changed by lawful resolution and a certified copy of such resolution has been given to the Cashier of the above-named depository. Ayes: All. Nays: None. Motion carried.

- D. Ms. Mathews reviewed the Board memberships: Association of Community College Trustees (ACCT) and Wisconsin Technical College District Boards Association. The Board unanimously agreed to continue their participation and memberships.
- E. Representatives for Committees of the WTC District Boards Association
 - (1) Board of Directors: Erin Garney
 - (2) Standing Committees
 - (a) External Partnerships Committee: Justin Zoromski
 - (b) Internal Best Practices Committee: Mike Noreen & Ramona Mathews
 - (c) Bylaws, Policies and Procedures Committee: Paul Schley
 - (d) Awards Committee: Mike Lea
- F. 2022-2023 CVTC Foundation Board Liaison – Monica Obrycki
- G. Monthly Meeting Date/Time/Agenda/Location
4th Thursday of the month, start at 5:30pm
Exceptions include September, October, November, December and March
- H. Annual Board Retreat: The Board will hold their retreat on September 29, 2022.
- I. Ms. Garney, Mr. Doverspike and Mr. Lea will review the Board Policies and Procedures.

Regular Board Meeting

- 4. There were no reports or forums.
- 5. There was no public comment.
- 6. Motion by Dr. Schley, seconded by Mr. Noreen, 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 the June 23, 2022, Regular meeting.

Personnel Matters – Employment: Adjunct Instructors as listed; Jisoo Hong, Dental Fellowship, 6/23/2022; Ashley Johnson, Student Central Representative, 7/11/2022; Samantha Kobs, Student Central Representative, 7/11/2022; Nikita Tongas, Dental Fellowship, 6/23/2022. Resignations: Jacob Geissler, AC/Heating Refrigeration Instructor, 6/30/2022; Becky Schley, Agriculture Instructor, 6/30/2022.

Financial Report: Payroll Direct Deposit in the amount of \$1,960,286.93; Accounts Payable Checks in the amount of \$3,174,790.12; Refunds in the amount of \$396,453.90; Bank Transfers in the amount of \$1,629,961.57; and Direct Deposit Travel in the amount of \$60,457.74 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for June 2022 as presented. Ayes: All. Nays: None. Motion carried.

- 7. Board Chairperson’s Report
 - A. Ms. Mathews, Ms. Garney, and Mr. Zoromski will attend the District Boards Association Summer Meeting, July 21-23 at Northcentral Technical College. Mr. Noreen and Mr. Lea will attend virtually.
- 8. College Update
 - A. Dr. Beaton-Garcia shared a college update on community events and internal activities.
- 9. Ms. Mathews noted the plus/delta has been removed from the agenda.
- 10. The meeting adjourned at 8:06 a.m.

Recorded by:

Submitted by:

Lauren J. Sullivan
Executive Assistant to the President

Tim Benedict, Secretary
Chippewa Valley Technical College District Board

Date

Chairperson

Secretary