

**ORGANIZATIONAL AND REGULAR MEETING OF THE  
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD  
July 10, 2023**

The organizational and regular meeting was called to order at 7:31 a.m. by Board Member Ramona Mathews. She 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, 2023.

1. Roll Call: Present: Tim Benedict, Erin Greenawald, Mike Lea, Ramona Mathews, Mike Noreen, Monica Obrycki, Brady Weiss, Lori Whelan and Justin Zoromski.

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Joni Geroux, Tam Burgau, Caleb Cornelius, Lynette Livingston, Karen Kohler, Adam Wehling, Debby Brunett, and Jon Brutlag.

2. Motion by Ms. Obrycki, seconded by Mr. Zoromski, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.

3. Action Items

- A. Mr. Cornelius shared every year the Board approves the banks that CVTC performs business with. Motion by Mr. Zoromski, seconded by Mr. Weiss, 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:** Mike McFarlane **Position:** Director of Budgeting and Financial Planning **Signature:** \_\_\_\_\_

**Name:** Caleb Cornelius **Position:** Vice President of Administration and Chief Strategy Officer **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 10<sup>th</sup> day of July, 2023, 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.

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**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.

**Organizational Meeting**

- A. Oaths of Office were verbally accepted by Board members Ramona Mathews, Erin Greenawald, Justin Zoromski, Brady Weiss, and Lori Whelan.
  
- B. Election of Officers
  - (1) Mr. Zoromski nominated Mr. Benedict as **Chairperson**. Following three requests for further nominations and hearing none, Ms. Obrycki motioned, seconded by Mr. Lea, that nominations be closed and that a unanimous ballot be cast for Mr. Benedict as Chairperson of the Board. Ayes: All. Nays: None. Motion Carried.
  
  - (2) Mr. Zoromski nominated Ms. Greenawald as **Vice Chairperson**. Following three requests for further nominations and hearing none, Mr. Weiss motioned, seconded by Ms. Obrycki, that nominations be closed and that a unanimous

ballot be cast for Ms. Greenawald as Vice Chairperson of the Board. Ayes: All. Nays: None. Motion Carried.

(3) Mr. Weiss nominated Ms. Obrycki as **Secretary**. Following three requests for further nominations and hearing none, Mr. Weiss motioned, seconded by Ms. Whelan, that nominations be closed and that a unanimous ballot be cast for Ms. Obrycki as Secretary of the Board. Ayes: All. Nays: None. Motion Carried.

(4) Mr. Zorowski nominated Mr. Noreen as **Treasurer**. Following three requests for further nominations and hearing none, Mr. Weiss motioned, seconded by Mr. Zorowski, that nominations be closed and that a unanimous ballot be cast for Mr. Noreen as Treasurer of the Board. Ayes: All. Nays: None. Motion Carried.

C. Mr. Cornelius explained this resolution is passed each year in which the district names its public depository. Motion by Mr. Weiss, seconded by Mr. Zorowski, 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 RESOLVED by the Chippewa Valley Technical College District Board that BMO Harris Bank, 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, Dunn & Chippewa Counties, 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: Tim Benedict, Chairperson; Mike Noreen, Treasurer; and Monica Obrycki, 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/ Tim Benedict

/s/ Mike Noreen

/s/ Monica Obrycki

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 and Mr. Benedict 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 Delegate –Erin Greenwald
  - (2) Standing Committees
    - (a) External Partnerships Committee Justin Zoromski and Monica Obrycki
    - (b) Internal Best Practices Committee: Mike Noreen and Ramona Mathews
    - (c) Bylaws, Policies & Procedures Committee: Erin Greenawald, Brady Weiss and Ramona Mathews
    - (d) Awards Committee: Mike Lea, Lori Whelan
- F. 2023-2024 CVTC Foundation Board Liaison – Monica Obrycki
- G. Monthly Meeting Date/Time/Agenda/Location  
4<sup>th</sup> Thursday of the month, start time of 3:00 p.m. The October, November and December meeting dates will be rescheduled due to conflicts.
- H. Annual Board Retreat: The Board will hold their retreat in October 2023.

- I. Ms. Greenawald, Mr. Weiss and legal counsel will review the Board Policies and Procedures.

### **Regular Board Meeting**

4. Mr. Brutlag shared a Public Comment about Board members asking questions.
5. Motion by Mr. Zorowski, seconded by Ms. Obrycki, 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 22, 2023, Regular meeting.

Personnel Matters – Employment: Adjunct Instructors as listed; Nicholas Jakusz, Math Instructor, 8/9/2023; Jaimie Klemish, Life Science Instructor – River Falls, 8/9/2023; Kenneth Pearson, Business Development & Campus Manager – Chippewa Falls & Neillsville, 7/31/2023; Mariana Wopat, English Language Learning (ELL) Instructor – Healthcare Pathways, 7/17/2023.

Financial Report: Payroll Direct Deposit in the amount of \$3,371,214.22; Accounts Payable Checks in the amount of \$4,215,532.10; Refunds in the amount of \$379,697.80; Bank Transfers in the amount of \$2,316,820.17; and Direct Deposit Travel in the amount of \$89,505.05 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for June 2023 as presented.

Sixteen (16) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Board Chairperson’s Report
  - A. Ms. Greenawald and Mr. Zorowski will attend the Boards Association Summer Meeting, July 20-22, 2023, at Fox Valley Technical College.
7. College Update
  - A. President’s Report
    - Dr. Beaton-Garcia shared a line worker appreciation event is occurring later today.
8. Ms. Greenawald shared she attended a Summerfest Tech event in Milwaukee. CVTC Women in Technology was a sponsor and very well represented.

Mr. Benedict thanked Ms. Mathews for her role as the Board Chair.

9. Motion by Mr. Lea, seconded by Mr. Zoromski, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 8:08 a.m.

Recorded by:

Submitted by:

\_\_\_\_\_  
Lauren Sullivan  
Executive Assistant to the President & Board

\_\_\_\_\_  
Monica Obrycki, Secretary  
CVTC District Board

\_\_\_\_\_  
Tim Benedict, Chairperson  
CVTC District Board

\_\_\_\_\_  
Date