

Wisconsin Indianhead Technical College  
Board Proceedings  
June 17, 2013

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, June 17, 2013, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871.

**CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM**

Chairperson, David Minor, called the meeting to order at 8:32 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, and Eileen Yeakley. It was noted that a quorum was established. *Note: Aimee Curtis, Chris Fitzgerald, and Morrie Veilleux provided notice that they would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Steve Decker, Anita Hacker, Bob Meyer, Kim Olson, and Cher Vink. Regional Representative for U.S. Congressman Sean Duffy, Mary Willett, was also present during a portion of this meeting.

**OPEN MEETING**

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The June 17, 2013, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on June 14, 2013, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

**APPROVAL OF AGENDA**

Chair Minor reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. James Beistle moved, seconded by James Schultz, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

**AUDIENCE RECOGNITION ANNOUNCEMENT**

Time was reserved for Chair Minor to recognize people in the audience if needed. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference. Mr. Decker introduced Anita Hacker who was present for the Budget report.

**BUDGET HEARING**

Time was reserved for the budget hearing per Wisconsin Statute §65.90. The hearing was scheduled to begin at 8:30 a.m. and was open to the public in order to answer any questions they may have had. A *Budget book* for Fiscal Year 2013-2014 and a PowerPoint presentation were provided for the Board's review. Since there were no members of the public in attendance at this meeting, Mr. Decker highlighted key areas of the *Budget Book* for Fiscal Year 2013-2014 from the report that was presented to the Board in May.

Congratulations were given to Mr. Decker and Ms. Hacker for the Distinguished Budget Presentation Award that was presented to WITC on July 1, 2012 (as noted in the Budget Book). The Board was reminded that the budget would be considered for approval under the Other Items Requiring Board Action section of the agenda.

**EXECUTIVE SESSION**

Chair, David Minor, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) for the purpose of considering Bargaining Strategies, Performance Evaluation and Approval of 2013-2014 Compensation of Non-Represented Employees, and the President's Annual Performance Evaluation.

James Beistle moved, seconded by Eileen Yeakley, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) for the purposes noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

Chairperson, David Minor, called the executive session to order at 8:55 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, and Eileen Yeakley. *Note: Aimee Curtis, Chris Fitzgerald, and Morrie Veilleux provided notice that they would not be in attendance at this meeting.*

The following WITC employees were in attendance during executive session: Steve Decker, Bob Meyer, Kim Olson, and Cher Vink.

#### Approval of the May 20, 2013, Executive Meeting Minutes

Jean Serum moved, seconded by James Schultz, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Eileen Yeakley moved, seconded by Jean Serum, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (6-0) and the executive session adjourned at 10 a.m.

### OPEN SESSION RECONVENED

#### MEETING MINUTES

##### 1. Approval of the May 20, 2013, Regular Meeting Minutes

Jean Serum moved, seconded by Lori Laberee, to approve the May 20, 2013, regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolution from the May meeting were attached to the official minutes.*

#### CONSENT AGENDA

Chairperson Minor asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none.

Lori Laberee moved, seconded by Eileen Yeakley, to approve the consent agenda. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

##### 1. Personnel:

- A. **New Hire:** Ric Eckstein, Welding Instructor, New Richmond; Faculty; effective July 1, 2013, annual salary \$57,750.
- B. **New Hire:** Catrina Everitt, Counselor, Rice Lake; Faculty; effective July 1, 2013, annual salary \$56,285.
- C. **New Hire:** Mark Langenfeld, General Studies – Psychology Instructor, Superior; Faculty; effective July 1, 2013, annual salary \$65,994.
- D. **New Hire:** Brian Vrtis, Counselor, New Richmond; Faculty; effective July 1, 2013, annual salary \$56,285.
- E. **Resignation:** Pamela Baker, Distance Learning Technician, Rice Lake; Office and Technical Support; effective June 21, 2013.
- F. **Resignation:** Matt Rosendahl, Director, Learning Resources, Superior; Management; effective June 14, 2013.
- G. **Retirement:** Theresa Anderson, District LRC Assistant, New Richmond; Office and Technical Support; effective December 31, 2013.

*President Meyer noted that Pam Baker and Matt Rosendahl each served 4 years, and Theresa Anderson will have served nearly 27 years when she retires. On behalf of the Board, President Meyer thanked these employees for their service.*

##### 2. Contracts

The listing of contracts was approved (see attached list).

##### 3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of May 31, 2013, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 138867 through 139525 and electronic transfer payments totaling \$4,510,762 were approved.

5. Bids/Purchases

- A. **Composite Lab – Superior:** The Board gave approval of the only bid received by Max Gray Construction of Hibbing, MN, in the total amount of \$123,800 for Project #1309. The project will include plumbing, HVAC, and electrical work in the lab for the new Composite Program at the Superior Campus. Mr. Decker noted that this project bid was rejected at the May Board meeting but was re-bid for a second time.
- B. **Remodeling – Learning Resource Center (LRC) and Simulated Jail Cell – Rice Lake:** The Board gave approval of the lowest bid for Project #1314 at the Rice Lake Campus. The project involves an LRC project that includes putting up some testing rooms, building of a simulated jail cell in the Masonry Lab, and an allowance for miscellaneous paint and carpet upgrades. The bid summary was posted on the Board of Trustees public Board site prior to the Board meeting.
- C. **Science Lab Remodeling – Rice Lake:** The Board gave approval of the lowest bids received by Rhom Construction of Eau Claire, WI, in the amount of \$12,336 for general construction, Certified, Inc. of Altoona, WI, in the amount of \$69,978 for the plumbing, HVAC and temperature controls, and Chetek Town & Country Electric of Chetek, WI, in the total amount of \$4,967 for the electrical work in the total amount for Project #1308 of \$87,281 at the Rice Lake Campus. The project includes installation of science lab casework and equipment to make a science lab classroom.
- D. **Remodeling Change Order – Ashland:** The Board gave approval of Change Order G-01 by SDS Architects in the total amount of \$5,887 for Project #1224 at the Ashland Campus. This change order includes furnishing and installing new doors. A financial summary was also included for the Board's review.
- E. **Remodeling Change Order – Superior:** The Board gave approval of Change Order G-03 by SDS Architects in the total amount of \$448 for Project #1225 at the Superior Campus. This change order includes an adjustment to the flooring contractor's contract. A financial summary was also included for the Board's review.
- F. **Delta Control System (DCS) – New Richmond:** A purchase was made of a DeltaV Control System in the total amount of \$22,660 from NovaSpect of Schaumburg, IL. This training equipment is for the Industrial, Automation, Controls, and Networking program at the New Richmond Campus. Since this equipment was purchased for over the budgeted amount, administration requested Board approval of the purchase on this agenda. Board approval was given for this purchase.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session

Time was reserved for the Board Chair to provide an announcement about the closed session, if appropriate. The Board Chair announced that the Board approved the management compensation plan and accepted the President's Annual Performance Evaluation in executive session.

2. Approval of Resolution 13-13, Bank Depositories

The Board is asked annually to review the financial institutions utilized by the College for depositing its funds. A resolution was presented to the Board designating the depositories requiring approval. The Board was requested to take action in adopting this resolution. Approving the resolution helps the administration safeguard the College's funds by providing a diverse range of depositories. Resolution 13-13 (attached) and a Public Depository Listing (attached) were provided for the Board's review. Lori Laberee moved, seconded by Jean Serum, to approve Resolution 13-13, Bank Depositories as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

3. 2013–2014 Operating Budget:

Mr. Steve Decker reviewed the proposed 2013–2014 operating budget with the Board. The 2013–2014 budget book was uploaded into the Board’s electronic public meeting folder as a separate document prior to the meeting and paper copies were provided at the meeting.

A. Approval of Resolution 13–14, Reservation of Fund Balance

Resolution 13–14 (attached) was provided for the Board’s review and approval.

Eileen Yeakley moved, seconded by James Beistle, to approve Resolution 13–14, Reservation of Fund Balance as presented. Upon a roll–call vote, all members present voted yes; motion carried (6–0).

B. Approval of Resolution 13–15, Approval and Adoption of the 2013–2014 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget)

Resolution 13–15 (attached) and a position summary (attached) were provided for the Board’s review and approval.

James Schultz moved, seconded by Lori Laberee, to approve Resolution 13–15, Approval and Adoption of the 2013–2014 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget) as presented. Upon a roll–call vote, all members present voted yes; motion carried (6–0).

4. Considering Approval of 2013–2014 Office and Technical Support (OTS) Union Contract (Education Support Personnel Federation, Local 4019, AFT–Wisconsin, AFL–CIO)

Board approval was requested for the OTS union one–year collective bargaining agreement.

Lori Laberee moved, seconded by James Beistle, to approve the 2013–2014 Office and Technical Support (OTS) Union Contract (Education Support Personnel Federation, Local 4019, AFT–Wisconsin, AFL–CIO) as presented. Upon a roll–call vote, all members present voted yes; motion carried (6–0).

5. Considering Approval of 2013–2014 Custodian Union Contract (Labor Association of Wisconsin, Local 722)

This item was tabled as the custodians had not yet ratified their agreement.

6. Considering Approval of 2013–2014 Faculty Union Contract (Local 395, AFT–Wisconsin, AFL–CIO)

Board approval was requested for the Faculty union one–year collective bargaining agreement.

James Beistle moved, seconded by Eileen Yeakley, to approve the 2013–2014 Faculty Union Contract (Local 395, AFT–Wisconsin, AFL–CIO) as presented. Upon a roll–call vote, all members present voted yes; motion carried (6–0).

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they have attended.

2. Travel Sign Up

A. Board Events Schedule

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Chair Minor requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Chair Minor announced that he should know in July if ACCT approved WITC’s proposals. Ms. Laberee offered to remove her name from the list of 2013 ACCT attendees, but will wait until July.

### 3. Monitoring Schedule Review and Updates

#### A. Monitoring Schedule

Time was reserved to review and update the *Board Monitoring Schedule* as needed. Ms. Olson noted that the District Boards Association Update will be rescheduled and reviewed some of the agenda items that are scheduled for the annual organizational meeting in July. She also reminded the Board that the July Board meeting is scheduled on the second Monday in July (July 8, 2013) per Wisconsin Statutes §38.08 (3) and that Aimee Curtis and Chris Fitzgerald are unable to attend the July Board meeting.

### 4. President's Updates:

Time was reserved for the President to provide an update on the following items:

#### A. Vice President, Academic Affairs and Superior Campus Administrator Transition Update

Time was reserved for President Meyer to update the Board on the transition. He noted that Bonny Copenhaver has been invited to attend the July Board meeting and will have lunch with the Board following the meeting. In addition, the President's Cabinet is having a special meeting on Tuesday, July 9, to review their areas with Ms. Copenhaver and emerge her into the WITC culture. In addition, Ms. Copenhaver will attend the two-week faculty orientation in July. President Meyer recognized Ms. Vink for her work onboarding Ms. Copenhaver and setting up her schedule. He also thanked Dave for being on the search committee.

#### B. Spoooner High School Presentation Update

President Meyer and Mr. Dan Conroy, Nexen Vice President of Human Resources, presented at Nexen in Webster on Friday, June 7, 2013. The Spooner educators held their inservice there. A copy of the PowerPoint presentation was provided in the Board book. Ms. Serum was interest in getting more information from President Meyer on the half-day experience at Nexen. It was suggested that the Gold Collar Careers presentation be put on the home page of WITC's Web site.

### 5. Legislative Updates

#### A. Regional Representative Mary Willett (for Congressman Sean Duffy)

Time was reserved for a legislative update from Mary Willett, Regional Representative for Congressman Sean Duffy. Key highlights included information on the HR803 Skills Act and the Higher Education bill that is coming forward. Congressman Duffy would like to get WITC's feedback on areas in the Higher Education bill that impacts us and the higher education system so that he can take particular interest. In addition, he wants to know our feelings on the legislation that was just passed on the student loans. President Meyer noted that students are cost sensitive and 6% or above is too high for student loan rates. He asked Representative Willett to ask Congressman Duffy to be aware of who is eligible for student loans.

### 6. 2013 Board Appointment Update

The second Board Appointment hearing/meeting that was scheduled on Thursday, June 27, for the Employer member position representing Rusk, Sawyer, and Washburn Counties (Region 3) was canceled as no applications were received. Ms. Olson stated that a third Board Appointment Hearing has been scheduled on Thursday, August 22, 2013, at 1:30 p.m., at the Administrative Office in Shell Lake. Notarized applications are due by 4 p.m. on Tuesday, July 16, 2013. Updated information on the Board Appointment process can be found WITC's Website at: <http://www.witc.edu/board/appointments.htm>.

## ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

### 1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm their plans for the annual organizational meeting scheduled on Monday, July 8, 2013, at 8:30 a.m., at the WITC-Administrative Office in Shell Lake. As noted earlier, this meeting is scheduled on the second Monday of the month per Wisconsin Statutes §38.08(3). Ms. Curtis and Mr. Fitzgerald are unable to attend the July meeting. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on July 8 were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

*Note: Board members who wish to add additional items to next month's Board agenda may do so by contacting the Board Chair before Thursday, June 20, 2013. This request does not obligate the Board Chairperson to include the item on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.*

**MEETING EVALUATION**

PLUS +	DELTA ^
+ None	^ None

James Beistle moved, seconded by Eileen Yeakley, to adjourn the meeting. The meeting adjourned at 10:56 a.m.

Respectfully submitted,



Lorraine Laberee  
Board Secretary

ko

*Note: A Board luncheon followed the Board meeting; however, no action was taken.*

5/31/2013  
10:37:19  
AM

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2013

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:  
On Campus = 43.3% Off Campus = 36.45%

*----- ESTIMATED -----*								
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est. Salary/ Fringe Cost	+ Indirect	= Full Cost	Difference +/-
512*	Wisconsin Department of Corrections	WITC Superior	On	26,357.00	22,920.00	4,512.00	27,431.00	(1,074.00)
	Clients of the Wisconsin Department of Corrections will receive basic welding and blue print reading instruction.							
516	Nolato Contour	Nolato Contour	Off	2,403.00	1,182.00	240.00	1,421.00	982.00
	Employees of Nolato Contour will receive instruction and training in Project Management.							
517	Siren High School	Siren High School	Off	242.00	-	-	242.00	-
	Transcripted credit offered at Siren High School. 2 students in 1 cr. 10103129 Intro to MS Office.							
518	Barron County Sheriff Department	Rice Lake Airport	Off	1,088.00	922.00	247.00	1,168.00	(81.00)
	Recertification class for Emergency Vehicle Operations, Pursuit Driving. The class is 4 hours in length. There will be 4 separate class times to accommodate all the deputies. The instructor will be Joe Belany. The department will have 15-20 officers trained each day. So the amount of deputies to be trained will be 30-40 for the entire contract.							
519	Nolato Contour	Nolato Contour	Off	2,403.00	1,182.00	240.00	1,421.00	982.00
	Employees of Nolato Contour will receive MS Project Management training.							
520	Grantsburg School District	Grantsburg High School	Off	7,100.00	-	-	7,100.00	-
	Transcripted credit class at Grantsburg High School. 3 credit 10114125 Personal Finance.							
521	Workforce Resource	Workforce Resource, Balsam Lake	Off	210.00	171.00	41.00	211.00	(2.00)

	Two-hour Portable Fire Extinguisher course.							
522	Somerset High School	Somerset High School	Off	5,010.00	-	-	5,010.00	-
	Transcripted credit classes taught at Somerset High School. 16 students in 10101176 Financial Acctg 1B for 2 credits; 6 students in 10307148 ECE: Foundations of ECE for 3 credits							
523	RJS Construction Group, LLC	WITC Superior	On	1,497.00	919.00	398.00	1,316.00	181.00
	Employees of RJS Construction Group, LLC, will receive basic computer skills, EXCEL basics, and advanced EXCEL.							
524	Amery High School	Amery High School	Off	25,476.00	-	-	25,476.00	-
	Transcripted credit classes at Amery High School. 1 student in both 1 credit 10103147 MS Word B and 1 credit 10103106 MS PowerPoint; 18 students in 3 credit, 10105125 Business Law; 33 students in 3 credit 10114125 Personal Finance; 8 students in both 1 credit, 10103128 Intro to Computers and 1 credit 10106181 Keyboarding; 5 students in 2 credit 10106110 Document Formatting; 11 students in each: 1 credit, 10103151 MS Excel A, 1 credit 10103146 MS Word A, and 1 credit 10103129 Intro to MS Office.							
525	Quanex Homeshield LLC	Quanex Homeshield, Rice Lake	Off	1,038.00	420.00	137.00	557.00	481.00
	Employees of Quanex Homeshield will receive supervisory management training on the subjects of Maintaining a Positive Attitude and Managing Change. Two, three-hour sessions will be offered.							
526	Madeline Island Ferry Line	Bayfield Ambulance/Fire Hall	Off	621.00	251.00	83.00	333.00	288.00
	Medic First Aid							
527	Forward Service Corporation	Off Campus	Off	250.00	220.00	81.00	300.00	(51.00)
	Summer counselors to receive CPR & AED training. Successful participants will receive documentation upon completion.							
528	Northland Counseling	Rice Lake	On	1,051.00	411.00	178.00	589.00	462.00
	Provide Challenging Behaviors and Client Group classes to employees.							
529	Amery High School	Amery High School	Off	1,662.00	-	-	1,662.00	-
	Transcripted credit classes at Amery High School--2 students in 1 cr. 10890100 Success Strategies and 4 students in 3 cr. 10105100 Intro to Business.							



\*\*\* End Of Report \*\*\*

\* indicates an amended contract

  
Board Secretary

6-17-13  
Date

## RESOLUTION 13-13

BE IT RESOLVED by the Wisconsin Indianhead Technical College District that the attached list of financial institutions as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all public monies coming into the hands of treasurer of the Wisconsin Indianhead Technical College District, Washburn County, State of Wisconsin; and

BE IT FURTHER RESOLVED district funds shall be invested only in options permitted by Section 66.04(2), Wisconsin Statutes, and in such a manner as to maximize the investment income within these options; and

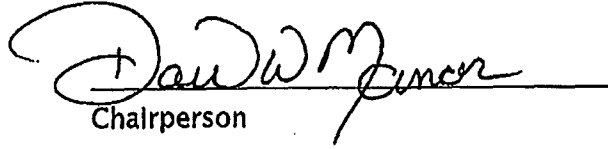
BE IT FURTHER RESOLVED the administration is encouraged to make investments in institutions within the geographic boundaries of the district. If, however, the ability to maintain a balance between safety and yield, as determined by the Vice President of Administrative Services and approved by the district President, is being adversely affected, investments may be made in public depositories outside the geographic boundaries of the district or other options permitted by Section 66.04(2), Wisconsin Statutes; and

BE IT FURTHER RESOLVED for funds to be deposited and invested under Chapter 34 of Wisconsin Statute (Public Deposits), which provides a limit of \$400,000 of coverage in any public depository. In addition to the financial institution's Federal Deposit Insurance Corporation insurance of \$250,000 a depository can now offer \$650,000 total insurance. Therefore, funds to be deposited must be placed in institutions which provide insurance, and collateralization must be provided by the depository for amounts above the \$650,000 to the full amount of deposits and investments, including principal and interest. Collateralization requires pledging bonds or securities which have been issued or guaranteed by the federal government or its agencies and are held by a third party.

BE IT FURTHER RESOLVED that a certified copy of this resolution should be delivered to each of the above-named depositories and said depositories may rely on this resolution until change by lawful resolution and a certified copy of such resolution has been given to the cashier of the respective above-named depositories.

This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Wisconsin Indianhead Technical College District at an official meeting held on June 17, 2013.

Adopted and approved this 17<sup>th</sup> day of June, 2013.

  
Chairperson

Attest:

  
Secretary

  
Treasurer

**RESERVATION OF FUND BALANCE RESOLUTION**

WHEREAS, the Wisconsin Administrative Code A-V 7(5) requires that a district board adopt a resolution creating reservations and other segregations of a fund balance and requires that, prior to the adoption of its budget, each district shall disclose all reserves maintained by it, the amount contained in each reservation during the year for which the budget is adopted, and

WHEREAS, the Wisconsin Indianhead Technical College district board will be approving the district's 2013-2014 annual report.

THEREFORE, BE IT RESOLVED THAT THE WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT BOARD HEREBY APPROVES THE FOLLOWING RESOLUTIONS AND SEGREGATIONS OF FUND BALANCES:

**General Fund**

Designated for operations - a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$10,719,133 as of June 30, 2013. This designation is established for a term of one year.

Designated for subsequent year - a designated segregation of a portion of fund balance to provide funds for operations for the forthcoming budget year, which is \$3,011,075 as of June 30, 2013. This designation is established for a term of one year.

Designated for subsequent years - a designated segregation of a portion of fund balance to provide funds for operations subsequent to the forthcoming budget year, which is \$313,819 as of June 30, 2013. This designation is established for a term of one year.

Designated for state aid fluctuations – a designated segregation of a portion of the fund balance to provide funds for operations due to fluctuations in the amount of state aid the district receives, which is \$209,213 as of June 30, 2013. This designation is established for a term of one year.

#### Special Revenue Operational Fund

Designated for operations – a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$475,869 as of June 30, 2013. This designation is established for a term of one year.

#### Capital Projects Fund

Reserve for capital projects – a designated segregation of a portion of fund balance to be provided for working capital for improvement and remodeling, which is \$1,015,648 as of June 30, 2013. This designation is established for a term of one year.

#### Debt Services Fund

Reserve for debt service – a designated segregation of a portion of fund balance to provide for future year payments of principal and interest is \$5,795,185 as of June 30, 2013.

#### Enterprise Fund

Retained earnings – a designated segregation of a portion of fund balance that is invested for maintaining the inventory of consumable resale materials is \$299,467 as of June 30, 2013. This designation is established for a term of one year.

Internal Service Fund


Reserve for self-funded insurance – a reserved segregation of a portion of fund balance to provide working capital for the district’s self-funded health/dental insurance is \$136,411 as of June 30, 2013. This reserve is established for the term of one year.

Special Revenue/Non-aidable

Reserve for student financial assistance – a designated segregation of a portion of fund balance to provide working capital for financial aid to students, which is \$228,001 as of June 30, 2013. This designation is established for a term of one year.

Reserve for student organizations – a reserved segregation of a portion of fund balance to provide working capital for the district student organization balances, which is \$490,803 as of June 30, 2013. This reserve is established for a term of one year.

Adopted and approved this 17<sup>th</sup> day of June 2013.

  
Chairperson of the Board

ATTEST:

  
Secretary of the Board

**RESOLUTION 13-15**  
**RESOLUTION APPROVING AND ADOPTING THE**  
**2013-2014 OPERATING BUDGET**

**AUTHORIZING EXPENDITURES AND APPROPRIATING FUNDS**

WHEREAS, the proposed budget of the Wisconsin Indianhead Technical College District has been formulated and presented at a public hearing at 8:30 a.m. at the WITC Administrative Office, Shell Lake, Wisconsin on Monday, June 17, 2013.

WHEREAS, published notice of said budget was given as provided by law and which said notice included a summary of said budget.


NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT AS FOLLOWS, TO WIT:

1. That a 2013-14 budget in the total sum of \$82,558,886 reflecting the changes resulting from the additional facts and estimates referred to in the preamble as presented at the budget hearing be and the same is hereby approved, authorized and adopted as the budget for said district for the 2013-14 fiscal year, being July 1, 2013 to June 30, 2014.
2. That the sum of \$30,539,036 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Instruction" and the sum of \$30,539,036 is hereby appropriated for such purpose.
3. That the sum of \$1,821,720 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Instructional Resources," and the sum of \$1,821,720 is hereby appropriated for such purpose.
4. That the sum of \$20,926,940 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Student Services" and the sum of \$20,926,940 is hereby appropriated for such purpose.

5. That the sum of \$8,784,765 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "General Institutional" and the sum of \$8,784,765 is hereby appropriated for such purpose.
6. That the sum of \$17,522,093 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Physical Plant Purposes" and the sum of \$17,522,093 is hereby appropriated for such purpose.
7. That the sum of \$2,964,332 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Auxiliary Services" and the sum of \$2,964,332 is hereby appropriated for such purpose.
8. That the sum of \$60,000 be and the same is hereby approved and authorized as the amount budgeted for the district activity as an operating transfer within the special revenue fund—operating in the 2013–14 budget and the sum of \$60,000 is hereby approved for such purpose.
9. That the sum of \$686,106 be and the same is hereby approved and authorized as the amount budgeted for the district activity as an operating transfer within the capital projects fund in the 2013–14 budget and the sum of \$686,106 is hereby approved for such purpose.
10. That within the sum payment of \$17,522,098 appropriated for "Physical Plant Purposes" is a separate sum in the amount of \$6,007,676 to cover the principle and interest payments on several promissory note issues and that the sum of \$6,007,676 is appropriated as part of the total physical plant appropriation.
11. That the attached position summary is hereby approved and that authority is hereby given the administration to proceed to recruit personnel for those positions.



Adopted and approved this 17<sup>th</sup> day of June, 2013.

  
Chairperson of the Board

ATTEST:

  
Secretary of the Board