

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD  
Regular Meeting, October 19, 2023

The Gateway Technical College District Board met virtually and in person at the Elkhorn Campus, Room 112/114, 400 County Road H, Elkhorn, WI 53121 on Thursday, October 19, 2023. The meeting was called to order at 8:00 a.m. by Rebecca Matoska-Mentink, Chairperson.

**Open Meeting Compliance**

L. Allen confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

**Roll Call**

**Present:** Jesse Adams, Benjamin DeSmidt, William Duncan, Nicole Oberlin – Student Trustee, Scott Pierce, Jason Tadlock, and Rebecca Matoska-Mentink

**Virtual:** Zaida Lange-Irison

**Excused:** Ram Bhatia and Pamela Zenner-Richards

Also in attendance were President Ritu Raju, Recorder Liz Allen, Administrative Assistant Amber Stoian and 47 virtual and 28 in person citizens/reporters.

**Approval of Agenda**

The Executive Session that was scheduled to take place immediately after the Regular Meeting was canceled. With this change, it was moved by S. Pierce, seconded by W. Duncan and carried to approve the Agenda.

**Approval of Minutes**

It was moved by J. Tadlock, seconded by W. Duncan and carried to approve the Minutes of the September 21, 2023 Regular Meeting.

**Citizen Comments**

There were no citizen comments.

**Chairperson's Report - Board Evaluation Summary:** 4 of 8 attending Trustees responded to the survey including the Student Trustee. Comments included: Meeting was fine. Board members should focus on the meeting agenda and not call out other board members in public giving the impression that challenges the college faces is due to someone's lack of attendance at a board meeting. Every board member contributes in his or her own way, and to their ability. That should be honored and respected.

The more I review these questions, the less I agree with how to respond due to the lack of ability (no space provided following each question) to justify my response. May I suggest with future monthly evaluations, that following each question, a comments section is provided to allow respondents to bring clarity to the rationale for their response(s).

Good dashboard report. Very pleased to note the enrollment is up while the head count is down. Also very pleased to note the WTCS approvals of Gateway programs and facilities. Similarly, excellent presentation on Ends Policy Monitoring. Very pleased to learn of number of high school students earning dual credits. Kudos to Katie Graf and her high school partnerships team. Keep up the good work.

**Chairperson's Report – Ad Hoc Committee Update:** There were no Ad Hoc Committee updates.

**Chairperson's Report - Review Wording of Policy 1.13 Code of Ethics:** The Trustees reviewed the wording of the policy. Following the discussion, it was moved by S. Pierce, seconded by W. Duncan and carried to approve the wording of Policy 1.13.

### **Board Member Community Reports**

Z. Lange-Irisson presented at ACCT in Las Vegas this month, along with Dr. Tammi Summers. J. Tadlock attended the High School Administrator's Breakfast along with several Gateway staff.

### **President's Report - Announcements**

R. Raju provided college updates.

### **President's Report – Dashboard**

The dashboard report included updates on enrollment and the ACCT conference R. Raju attended.

### **President's Report – Campus Welcome**

Carrie Parworth welcomed the Trustees to the Elkhorn Campus and introduced Aaron Schreiber, Welding Instructor along with Daniel Ikoffen, student.

### **Student Trustee Report**

Nicole Oberlin gave an update on student activities that have been taking place over the past month.

### **Operational Agenda - Action Agenda**

#### **Resolution Number M-2023 A – Designation of Assistant, Associate & Deputy Director**

Wisconsin's Code of Ethics for Public Officials and Employees applies to a member of a technical college district board or district director of a technical college, or any position designated as assistant, associate, or deputy district director of a technical college – Wis. Statutes, Sec. 19.42(13)(f).

**Following discussion, it was moved by S. Pierce, seconded by W. Duncan to approve Resolution Number M-2023A - Designation of Assistant, Associate & Deputy Director.**

### **Operational Agenda - Action Agenda**

#### **Resolution No. F-2023-2024C.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023-2024C**

Administration is recommending approval of a resolution awarding the sale of General Obligation Promissory Notes, Series F-2023-2024C; in the principal amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects.

**Following discussion, it was moved by S. Pierce, seconded by W. Duncan and carried to roll call vote to approve Resolution No. F-2023-2024C.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023-2024C.**

**Aye: 7**

**No: 0**

**Abstaining: 0**

**Absent: 2**

### **Operational Agenda - Action Agenda**

#### **FY 2022-23 Budget Revision #2**

Administration is recommending approval to amend the fiscal year 2023 budget based on year-end results. The FY 2022-23 budget requires revisions in three separate funds. The General Fund, the Special Revenue – Operational Fund, and the Capital Fund require year-end revisions to balance the fund by function.

**Following discussion, it was moved by S. Pierce, seconded by R. Bhatia and carried to roll call vote to approve FY 2022-23 Budget Revision #2.**

**Aye: 7**

**No: 0**

**Abstaining: 0**

**Absent: 2**

### **Operational Agenda - Action Agenda**

#### **FY 2023-24 Budget Revision #1**

The FY 2023-24 budget requires a revision in the General Fund and Special Revenue – Operational Fund. The modification in the General Fund will reflect final Net New Construction, an adjustment for Refunded/Rescinded Taxes, and an adjustment in State Aid. We will offset expenses using vacant position savings. The modification in the Special Revenue – Operational Fund will reflect adjustments for new grant activity.

**Following discussion, it was moved by S. Pierce, seconded by R. Bhatia and carried to roll call vote to approve FY 2023-24 Budget Revision #1.**

**Aye: 7**

**No: 0**

**Abstaining: 0**

**Absent: 2**

### **Consent Agenda**

**It was moved by S. Pierce, seconded by J. Tadlock and carried that the following items in the consent agenda be approved:**

#### **Finance:**

**Summary of Revenue and Expenditures:** Approved the summary of revenue and expenditures as of September 30, 2023.

**Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.

**Personnel Report for October:** Approved the personnel report of (1) one new hire, (1) one retirement, (1) one separation and no employment approvals-adjunct faculty.

**Grant Awards:** There were no Grant Awards to approve this month.

**BWS Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for October 2023.

**Protective Services Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for October 2023.

**High School Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for October 2023.

**Advisory Committee Activity Report:** Approved the advisory committee meeting schedule and new members as of October 1, 2023.

**Bid No. 1689 - Lakeview Technology Academy Remodel, Kenosha Campus:** Sealed bids were received from various subcontractors for the Kenosha. The administration is recommending the contract to provide all labor and materials required for this project be awarded to Riley Construction.

**Bid No's. 1690 and 1691 - R105 Office and T403 Medical Lab Technician Refurbish, Racine Campus:** Sealed bids were received from various subcontractors for the Room R105 Office and T403 Medical Lab Technician refurbishment projects, Racine Campus. The administration is recommending the contract to provide all labor and materials required for this project be awarded to Camosy Construction.

**Annual Procurement Review:** A review of FY 2022-2023 procurements over \$50,000 by vendor was conducted, in accordance with Wisconsin Administrative Code TCS 6.05 (2)(h). Based on the review, the College will undertake a competitive selection process for goods and services if the purchase volume is expected to exceed \$50,000 during the succeeding fiscal year. The administration recommends approval of the report as required in Wisconsin Administrative Code TCS 6.05(2)(h).

## **Policy Governance Monitoring Reports**

### **Ends Policy Monitoring**

**College Ends Policy** - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided.

**Statement #1: Students demonstrate the knowledge and skills and self-confidence required for employability, career advancement, a global perspective, and lifelong learning.**

Cyndeane Jennings and Maxwell Bannor led a presentation on Ends Policy, Statement #1.

**Following discussion, it was moved by W. Duncan, seconded by J. Tadlock and carried that this report is evidence that the college is making progress on Ends Policy, Statement #1.**

### **Policy Governance Wording Review**

#### **Ends Policy Statement #1**

**Following discussion, it was moved by W. Duncan, seconded by J. Tadlock and carried to approve the wording of Ends Policy, Statement #1.**

### **Executive Limitations**

#### **3.4 Budgeting/Forecasting – Tax Levy and Mill Rate Confirmation**

The fiscal year 2024 budget, approved by the Board on June 15, 2023, included a total tax levy of \$40,549,094 and a rate of 0.63614. The approved budget was based on the assumption that property values increase 5%. The actual increase in values reported by the WI Department of Revenue is 12.57%.

**Following discussion, it was moved by W. Duncan, seconded by B. DeSmidt and carried by a roll call vote to approve 3.4 Budget/Forecasting – Tax Levy and Mill Rate Confirmation.**

**Aye: 7**

**No: 0**

**Abstaining: 0**

**Absent: 2**

### **Next Meeting Date and Adjourn**

Regular Meeting - Thursday, November 16, 2023, 8:00 am, Virtual and In-Person, Racine Campus, Racine Building, Quad Rooms R102/104.

At approximately 9:46 am it was moved by S. Pierce, seconded by J. Tadlock that the meeting was adjourned

Submitted by,



Benjamin DeSmidt, Secretary  
Gateway Technical College Board of Trustees