

MINUTES of the REGULAR BOARD MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
May 17, 2021

V. Bland Proctor, <i>Chair</i>	Luis A. Guerra, <i>Vice-Chair</i>	John Zacek, <i>Secretary</i>	Dr. Daniel Cano	Catherine McHaney	Dr. Josie Rivera	Ron Walker
√	√	X	√	√	√	√

Also in attendance: In Person: VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Terri Kurtz, Cindy Buchholz, Edrel Stoneham, Marty Deckard, Matt Wiley, Rachel Winkenwerder, Lydia Huber, Jacob Flores, Ceci Oldmixon, and Babette Lowe.

The Victoria College Board of Trustees met for a regular board meeting on Monday, May 17, 2021 at 4:00 PM in the Meeting Hall 101 of the Emerging Technology Complex located at 7403 Lone Tree Rd, Victoria, TX. Mr. Bland Proctor, Chair, presided over the meeting.

A. Call to Order:

1. Quorum Call:

Mr. Bland Proctor called the meeting to order at 4:03 p.m. and announced that a quorum of board members was present.

2. Certification of the Posting of the Notice of the Agenda

Dr. Jennifer Kent certified that the agenda had been properly posted per Texas statute also in accordance with the provisions of Sections 551.125 and 551.127 of the Texas Government Code.

B. Citizen Communication:

1. At this time, the public is invited to address the Board of Trustees.

No members of the public spoke to the Board

C. Consider Board of Trustees Committee Reports:

1. Facilities Committee Meeting – 03.30.21

D. Items for Consideration:

1. CONSIDER Minutes of the Regular Board Meeting held on March 22, 2021

Mr. Luis Guerra moved to accept the minutes as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

2. CONSIDER 2021 February and March Financial Statements

Mr. Keith Blundell presented. He shared with the board that the financials are cumulative; therefore, he would review only the March financials in detail. He discussed the Statement of Net Assets as compared to the same time last year, noting most balances are comparable. Cash and cash equivalents are at \$26.397 million. No changes in GASB or OPEB. Total net position is at \$26.208 million compared to \$19.697 million the same time last year in 2020. Mr. Blundell then reviewed the Statement of Revenues, Expenditures and Changes in Net Assets for the consolidated fund and the Gonzales Center and other projects funds in detail, asking if any clarification was needed as he proceeded. He compared current year actual to 2020 actual and explained any differences, state appropriations are as expected at this time. As of right now, VC is at about 13% decline in credit

hours. Tuition and fees for credit classes are at about 76.76% of budget compared to 87.58% at this time last year. Non-credit is at about 69.73% of budget compared to 114.99% last year. Mr. Blundell explained a transfer in the unrestricted general; \$442K, was transferred to the project fund. Currently, the net increase in net assets is at \$9.463 million compared to \$7.810 same time last year. Mr. Blundell noted on page 15 of 21 that Auxiliary is at \$525K decrease compared to a decrease of \$223K same time last year. These are all departments affected by COVID. Mr. Blundell also noted on page 18 of 21, budget adjustments are at net \$0. We currently have around \$9.038 million in the master plan budget with about \$912K already expended. Ms. Catherine McHaney moved to accept the financial statements as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

3. CONSIDER Engagement of Independent Auditors for 2020-2021 Fiscal Audit

Mr. Keith Blundell presented. He shared that this is the third year of a five-year proposal from Cascos & Associates, PC to conduct the audit for the fiscal year ending August 31, 2021. The fee will remain at \$32,900. Ms. Catherine McHaney moved to accept the engagement as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

4. CONSIDER Purchase of Goods and/or Services: Mr. Keith Blundell presented all three.

a. William Wood Building Amatrol Learning System – *Technical Laboratory Systems, Inc.*

As part of the current remodeling project of the William Wood Building, six new analyzer trainers are needed to support the new Electronics/Instrumentation Lab. A sole source procurement has been determined to be the best procurement method. The fiscal impact is \$231,500 completely funded by EDA Grant # 08-79-05317. Mr. Ron Walker moved to accept the purchase as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

b. William Wood Building Furniture – *J. Tyler, Hertz Furniture, Texas Wilson and Coastal Office Solutions*

As part of the current remodeling project of the William Wood Building, new furniture is needed for the new rooms and labs. Fiscal impact is not to exceed \$75K, funded by major R & R budget.

Mr. Luis Guerra moved to accept the purchase as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

c. William Wood Welding Equipment – *Airgas USA, LLC*

As part of the current remodeling project of the William Wood Building, new welding equipment will be installed to expand the current Welding program. Fiscal impact is \$248,349.79 completely funded by EDA Grant #08-79-05317. Mr. Ron Walker moved to accept the purchase as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

5. CONSIDER 2021-22 Victoria College Student Handbook

Dr. Edrel Stoneham presented. He shared with the board two key revisions that will be implemented for the 2021-2022 Student Handbook, which are on page 12, changing the Key Center verbiage from low-income to eligible income and on page 18-19, Academic Standing revisions. All other changes are either grammatical or updating to new academic year. Dr. Daniel Cano moved to accept the revisions as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

6. CONSIDER TASB Local Policy (DEA) – Premium Pay During Disasters

and Board Resolution Ms. Terri Kurtz presented. She shared with the board that the proposed compensation/benefits and board resolution have been discussed in Admin Council and she had a conversation with our college lawyer for his review and input before bringing to the board for

approval. The resolution needs to be in place for approval on how to pay VC employees during disaster emergencies where the college may have to close. The board resolution is also needed for any FEMA reimbursement that the college may be eligible for. Ms. Catherine McHaney moved to accept the local policy (DEA) and board resolution as presented. Mr. Luis Guerra and Dr. Josie Rivera both seconded the motion. Motion carried unanimously.

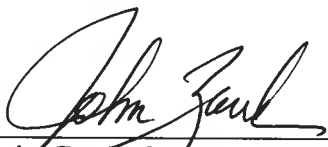
D. Informational Items:

1. President's Report – Dr. Jennifer Kent shared the following with the board:

- Recent of signing of four MOU's with the following school districts: Nixon-Smiley, Edna, Cuero and Hallettsville.
- Signing with TAMUK that will include an engineering academy.
- Update on the Dual Credit Bill – it is still moving forward with 11 sponsors now.

There being no further business, the meeting was adjourned at 4:44 PM.


Bland Proctor, Chair


John Zacek, Secretary