

MINUTES of the BOARD MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
July 20, 2020

√ V. Bland Proctor	√ Catherine McHaney
√ Luis A. Guerra	√ Dr. Josie Rivera
√ Ron Walker	√ John Zacek

STAFF

√ Dr. David Hinds	√ Mary Ann Rodriguez
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MEDIA

√ Samantha Douty (VA)

Also in attendance: *InPerson:* Matt Wiley, Marty Deckard, Cindy Buchhoz, Darin Kazmir, Amy Mundy, Terri Kurtz, Keith Blundell, Lydia Huber. *Via WebEx:* Rachel Nessel, Jennifer Mann, Samantha Douty (VA), Dr. Edrel Stoneham

The Victoria College Board of Trustees met for a workshop on Monday, July 20, 2020 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. Mr. Bland Proctor called the meeting to order at 4:13 p.m. and announced that a quorum of board members was present.
2. Dr. David Hinds 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. No members of the public spoke to the Board.

C. Consider Board of Trustees Committee Reports:

1. **Facilities Committee Meeting – 07.09.20**
2. **Finance & Resources Committee Meeting – 07.13.20**

D. Items for Consideration:

1. **CONSIDER Minutes of the Joint Facilities Committee and Finance Committee Meeting held on May 18, 2020.** Mr. Luis Guerra moved to accept the minutes as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

2. CONSIDER Minutes of the Regular Board Meeting held on May 18, 2020

Ms. Catherine McHaney moved to accept the minutes as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

3. CONSIDER Minutes of the Special Board Meetings held on June 8-11, 2020

Ms. Catherine McHaney moved to accept the minutes as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

4. CONSIDER Minutes of the Special Board Meeting held on June 16, 2020

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

5. CONSIDER 2020 April and May Financial Statements

Keith Blundell presented. He informed the board that the financials are cumulative; therefore, he would review only the May financials in detail. He discussed the Statement of Net Assets as compared to the same time last year, noting most balances are comparable. He noted cash and investments are at \$22.599 million. Total net position is at \$17.973 million as compared to \$18.953 million the same time last year. Net increase in net assets is at \$6.2 million compared to \$3.4 million at this time last year. That was due to \$2.57 million being transferred to the project fund. Mr. Luis Guerra moved to accept the financial statements as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

6. CONSIDER 2019-2020 Third Quarter Investment Report

Keith Blundell shared that this is the required quarterly disclosure of our investments for the quarter ended 05-31-20. The majority of the College's excess funds are in Texpool Prime accounts. The Endowment Fund, General Fund, Auxiliary Fund, Debt Service Fund and Construction Fund accounts are active and earned \$45,143.58 or 1.078% for the quarter. Mr. Luis Guerra moved to accept the investment report as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

7. CONSIDER Appointment of a representative to perform the No-New-Revenue Tax Rate, Voter-Approval Tax Rate and No-New-Revenue Maintenance & Operations (M&O) Rate (in accordance with Section 26.04 (c) of the Texas Property Tax Code

Keith Blundell shared that Board of Trustees must designate annually a person to make the No-New-Revenue Tax Rate, Voter-Approval Tax Rate and No-New-Revenue Maintenance & Operations (M&O) Rate calculations. Dr. Hinds recommended the reappointment of Ms. Rena Scherer, Victoria County Tax Assessor-Collector to make the No-New-Revenue Tax Rate, Voter-Approval Tax Rate and No-New-Revenue Maintenance & Operations (M&O) Rate calculations. Mr. Luis Guerra moved to accept the appointment as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

8. CONSIDER 2020 Tax Planning Calendar

Keith Blundell presented the board with the 2020 Tax Planning Calendar as provided from the State Comptrollers office. He noted a couple of significant differences from years past. The Effective Rate is now known as the No-New Revenue Rate and the Rollback Rate is now known as the Voter-Approval Tax Rate. Also, one public hearing must be held no matter what the board proposes. Mr. Luis Guerra moved to accept the calendar as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

9. CONSIDER Authorization for Architect Rawley McCoy & Associates to Proceed with Selection of a Construction Manager at Risk for the Comprehensive Student Center Project

Keith Blundell presented. He shared that over the past two years Victoria College has engaged in the schematic design phase of the Campus Master Plan, including schematic design of a Comprehensive Student Center. Mr. Blundell stated that Victoria College is now at a point in design where we will need the input of a qualified construction manager to accurately estimate the cost of planned projects, and to align the scope of work with desired cost. We recommend engaging Rawley McCoy and Associates, under the existing Continuing Services Agreement, to prepare the necessary documents to procure a Construction Manager at Risk and to assist the College in managing the selection process.

Mr. John Zacek made a motion that the board authorize the President to enter in to a contract to engage architects to assist with the selection of a Construction Manager at Risk for the Comprehensive Student Center Project. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

10. CONSIDER Nominations to 2020-21 Victoria College Foundation Board of Directors

Ms. Amy Mundy presented. She shared with the board that at the July 13, 2020 regular meeting of the Victoria College Foundation Board of Directors, the Board of Directors approved the nominating committee's recommendations, as listed below, to be sent for consideration to the Victoria College Board of Trustees.

Returning Members - Term 2020-2023

Bill Blackwell
Bill Gibbens
Penni Gietz
Beatriz Gonzalez
Kathy Hunt
Jackie Mikesh
David Murphy
Dr. Peter Rojas
Vee Strauss
Gary Worsham

Retiring member

Jeffrey J. Craig
Shane Sklar

New Members (Filling unexpired terms ending 2021)

Jake Srp
Blaine Warzecha

Trustee Representatives

Luis Guerra
John Zacek
Dr. Josie Rivera

The Victoria College Foundation Bylaws state: *“All Directors of the Victoria College Foundation Board of Directors shall be appointed by the Victoria College Board of Trustees. The number of Directors shall be no more than twenty-nine, of which no less than two and no more than three members shall also be members of the Victoria College Board of Trustees.”* Mr. Ron Walker moved to accept the nominations as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

11. CONSIDER Board Policies and Texas Association of School Board (TASB) Localization Updates

Ms. Terri Kurtz presented. She shared with the board that TASB 38 Local Policy, TASB 38 Legal Policy and TASB 39 Legal Policy updates. There were very few changes made to TASB 38 Local, she highlighted the changes which included CAIC policy reorganization, policy was renamed and moved to CAIC. (AD VALOREM TAXES: EXEMPTIONS and PAYMENTS) **DGC (LOCAL) EMPLOYEE RIGHTS AND PRIVILEGES: EMPLOYEE EXPRESSION AND USE OF COLLEGE FACILITIES** Revisions were made to expand to use of college district grounds, not merely facilities. Due to the uniqueness of the college district's policy, recommended revisions to this local policy do not address the SB 18 requirements related to requests to host speakers in college district facilities. The bill requires the college district to develop a student expression policy, approved by the college district's governing body, no later than August 1, 2020.

Provisions addressing employee solicitation have also not been added to this policy due to its unique-ness. **DIAA (LOCAL) FREEDOM FROM DISCRIMINATION, HARRASSMENT, AND RETALITATION.** Recommended revisions to this local policy address the HB 1735 and Administrative de requirement to develop a policy addressing sexual harassment, assault, dating violence, and stalking by August 1, 2020. Other minor changes were made to FI, FLA, FLB, FLBE. Mr. Ron Walker moved to accept the local updates as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

12. CONSIDER Purchases of Goods and/or Services:

a. William Wood Building Renovation – General Contractor

Keith Blundell presented. He shared that as part of the Wood Building Renovation Economic Development grant, a competitive sealed bid was issued on June 11, 2020 for a general contractor. A mandatory pre-bid conference was held on June 18, 2020 at 2:00 pm. Six contractors attended the conference and five submitted bids. The award of the contract to Weaver & Jacobs Constructors, Inc. will be contingent upon approval of the EDA. Ms. Catherine McHaney moved to accept the purchase recommendation as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

b. CARES Grant Technology – Web and Document Cameras

Keith Blundell presented. He shared that the purchase will allow faculty to teach hybrid classes remotely due to the CoVID-19 Pandemic. The President's recommendation for award to SHI Government Solutions. Mr. Ron Walker moved to accept the purchase recommendation as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

13. EXECUTIVE SESSION: The Executive Session is called under authority of the Texas Open Meetings Act, in accordance with Texas Government Code, Section 551.074, to discuss personnel matters in regards to the sole finalist for the Presidential Search

An Executive Session was called at 4:28 p.m. under authority of the Texas Open Meetings Act, in accordance with Texas Government Code, Section 551.074, Personnel Matters, to hear a complaint or a charge against an officer or employee. Mr. Bland Proctor asked Ms. Terri Kurtz and Ms. Mary Ann Rodriguez to attend the session. The meeting was called back into open session at 4:46 p.m.

14. CONSIDER Presidential Contract for Dr. Jennifer Kent

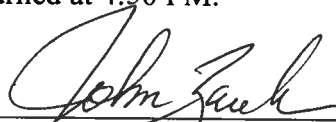
Now that the 21-day legal waiting period had passed, Mr. Ron Walker made the motion to approve the 2-year contract for Dr. Jennifer Kent as presented. Mr. John Zacek seconded the motion. Motion carried unanimously. Dr. Jennifer Kent will begin on August 1, 2020.

Mr. Bland Proctor thanked Dr. David Hinds for his five years of service to Victoria College. He wished him well on his new endeavors and that he would be missed. Dr. Hinds will be available as needed through August 31, 2020.

There being no further business, the meeting was adjourned at 4:50 PM.



Bland Proctor, Chair



John Zacek, Secretary