

**MINUTES of the SPECIAL MEETING**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**August 23, 2017**

X	Ronald B. Walker	√	Daniel Cano
√	Luis A. Guerra	X	Catherine McHaney
√	V. Bland Proctor	√	Michelle Yates
		X	John Zacek

**STAFF**

√	Dr. David Hinds	√	Jennifer Yancey
√	Mary Ann Rodriguez		

**MEDIA**

√	Victoria Advocate – Gabriela Canales
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**Guests:** Larry Garrett, Keith Blundell, Tracey Bergstrom, Lydia Huber, Cindy Buchholz, Jacob Flores, Shari Gould, Jackie Mikesch, Dr. Ed Byerly, Darin Kazmir, Darla Guajardo and a student from Terri Kurtz's Team Building class.

The Victoria College Board of Trustees met Wednesday, August 23, 2017 at 4:00 p.m. in the Corporate Training Room, Academic Building, Room 101. Mr. Luis Guerra, Vice Chair, presided over the meeting.

**A. Call to Order:**

1. Mr. Luis Guerra called the meeting to order at 4:05 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.

**B. Citizen Communication:**

1. The public was invited to address the board. No public comments were heard during this time.
2. This being the first Public Hearing on the Victoria College 2017 Tax Rate, the public was invited to bring forward any questions and/or concerns regarding this matter, no comments were made.

**C. Consider Board of Trustees Committee Reports:**

None

**D. Items for Consideration:**

1. **CONSIDER Minutes of the Regular Board Meeting held on July 24, 2017.**

Dr. Daniel Cano moved to accept the minutes as presented. Mr. Bland Proctor seconded the motion. Motion carried unanimously.

**2. CONSIDER Minutes of Special Board Meeting held on August 14, 2017.**

Mrs. Michelle Yates moved to accept the minutes as presented. Mr. Bland Proctor seconded the motion. Motion carried unanimously.

**3. CONSIDER July 2017 Financial Statement**

Mr. Keith Blundell presented the July 2017 financials. He referred members to the Statement of Net Position. The slight increase in cash and total current assets over 2016 is mainly due to the sale of land to UHV. Other current and non-current assets are comparable to prior year. The net position at July 31<sup>st</sup> was \$39,232,086.

Mr. Blundell reviewed the Statement of Revenues, Expenditures & Change in Net Assets of each individual fund. In the Unrestricted General Fund, income and expenses are coming in as expected and are comparable to last year. July is 92% of the academic year, and expenses are at 89% of budget. Members reviewed the budget adjustments. All adjustments are moves between accounts/categories resulting in a net zero dollar effect. He reviewed the restricted funds and explained that most are revenue/expense neutral as they are pass-through accounts. The only exception is the Texas Public Educational Grant (TPEG) fund. Higher educational institutions are required to set aside 6% of tuition received to assist students with financial aid. To-date, this amounts to \$132,109, which is comparable to 2016.

Mr. Blundell then reviewed the Auxiliary Enterprises fund. He noted that timing plays a large role in the balances of this fund due to purchase of inventory and sales of materials and services, such as in the bookstore and facilities rentals. Students will begin buying books for the fall semester in August. Several rentals of the Emerging Technology Complex and the Welder Center are scheduled for August, as well. Members reviewed the two construction funds. There is approximately \$8,400 remaining in the Gonzales Center Expansion project fund. All ETC project expenses and campus safety plan expenses have been posted, and the Master Plan fund has a remaining balance of \$1,151,187. Mr. Bland Proctor moved to accept the July financials as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**4. CONSIDER Purchase of Goods or Services:  
Vending Machine Services and Food Services.**

Mr. Keith Blundell presented. He stated that the rationale for the recommendation is the estimated revenue for the FY 2018-20233 for vending machine services with commission to be paid at 22% for snack vending and 25% for beverage vending plus up-front payment, scholarship offerings and free products. Estimated revenue over the five year contract is \$39,570. Mr. Bland Proctor moved to accept the two contracts as presented. Dr. Daniel Cano and Mrs. Michelle Yates seconded the motion. Motion carried unanimously.

**5. CONSIDER Personnel Items – Faculty Resignations:**

Mrs. Cindy Buchholz presented. Jennifer Hahn, ADN Instructor, submitted her resignation effective August 2, 2017. Mrs. Michelle Yates moved to accept the resignation as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

6. **EXECUTIVE SESSION: The Executive Session is called under authority of the Texas Open Meetings Act, and in accordance with Texas Government Code, Section 551.074, to discuss personnel matters and consider employment and annual evaluation of the College President.**

This item was postponed for a future board meeting, to be determined.

7. **CONSIDER College President contract.**

This item was postponed for a future board meeting, to be determined.

There being no further business, the meeting adjourned at 4:35 p.m.

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Luis Guerra, Vice Chair

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Bland Proctor, Secretary