

MINUTES of the REGULAR BOARD MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
July 19, 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
√	√	√	√	√	√	√

Also in attendance: *In Person:* VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Cindy Buchholz, Edrel Stoneham, Marty Deckard, Matt Wiley, Lydia Huber, Jerry Hamilton, Babette Lowe. Visitors: William Myers (Frost Bank Rep) and Mathew Albrect (Frost Bank Rep).

The Victoria College Board of Trustees met for a regular board meeting on Monday, July 19, 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 4:02 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. **Finance & Resources Committee Meeting – July 8, 2021** – Mr. Luis Guerra shared that the committee had met on July 8th and discussed the April and May Financials Statements, the third quarter investment report, the purchases, the bank depository contract and the appointment of a representative to perform the tax calculations for 2021. All items will be considered at today’s meeting.

D. Items for Consideration:

1. CONSIDER Minutes of the Regular Board Meeting held on May 17, 2021

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

2. CONSIDER 2021 April and May Financial Statements

Mr. Keith Blundell presented. He shared with 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. Cash and cash equivalents are at \$25.733 million. No changes in GASB or OPEB. Total net position is at \$24.487 million compared to \$17.981 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. Ad valorem taxes are at 99%, which is good. As of right now, VC is at about 13% decline in credit hours. Tuition and fees for credit classes are at about 87% of budget. Non-credit is at about 81% of budget. 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 \$6.663 million compared to \$6.212 same time last year. Mr. Blundell also mentioned that VC posted about \$1.6 million in lost revenue due to COVID last year. Mr. Blundell noted on page 15 of 21 that Auxiliary is at \$514K increase compared to a decrease of \$401K same time last year. Mr. Blundell also noted on page 18 of 21, budget adjustments are at net \$0. We currently have around \$9.974 million in the master plan budget with about \$975K already expended leaving us at about \$8.999 million. He clarified that this total does not include pledges. Ms. Catherine McHaney moved to accept the financial statements as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

3. CONSIDER Third Quarter Investment Report 2020-2021

Mr. Keith Blundell presented. He shared that the required quarterly disclosure of our investments for the quarter ended 05-31-21. Due to the current interest rate environment, the majority of the College's excess funds are deposited with the College's depository accounts at Prosperity Bank. The Endowment Fund, General Fund, Auxiliary Fund, Debt Service Fund and Construction Fund accounts are earned \$0.00 for the quarter due to balances being below the minimum for earnings. Texpool Prime accounts earned 0.084% for the quarter. Mr. Luis Guerra moved to accept the report 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. General Increase of General Contractor of Wood Building Renovation Contract

He shared that as part of the Wood Building Renovation Economic Development grant and the executed contract with Weaver & Jacobs, another change order for cleaning, repairing and replacing gas lines in the Welding Shop is needed. Local Government Code 271.060(c) allows up to 25% of the original contract price. The original contract price was reported to the Board as \$1,925,000.00, which was actually the base bid. The original contract was written in the amount \$1,989,950.00, see page 3 of attached contract Article 4.1. 25% of \$1,989,950.00 is \$497,487.50 making the absolute allowable by law contract price to be no more than \$2,487,437.50. The repairs are for gas pipelines and noted that this is all grant funds. The Wood Building is still on track to open for the Fall 2021 semester. The fiscal impact includes: Base Bid - \$1,925,000 + contingencies for Alternates & Unit Pricing

Not to Exceed \$2,200,000.00; partial funding from EDA Grant # 08-79-05317

Previously approved = \$2,406,250.00

Final requested increase = \$81,187.50

Mr. Ron Walker moved to accept the purchase as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

b. Purchase of Wireless Network Refresh Project – SHI Government Solutions, Inc.

During the COVID-19 pandemic, one-method institutions used to provide Internet access for students was via wireless network access in parking lots. We did not have the resources at the time to accommodate this, but it emphasized a known problem with our existing wireless network infrastructure. We have not been able to replace the existing wireless access points on the network

due to funding issues. Over time, the manufacturer continues to develop and expand system software and hardware while also dropping support for older hardware and software. We've reached the point where any new access point we purchase requires a newer version of software than what we are running. Unfortunately, that same new software does not support the existing access points that have exceeded end of their support life. To support any new wireless network hardware, we have to setup a new wireless network system. The fiscal impact is \$144,668.80; funded by US Department of Education CRRSAA HEERF II funds. Dr. Jennifer Kent also shared with the board that with this purchase, our wireless internet would expand to the outer perimeters of the college so if students were in our parking lots, they would be able to connect from there as well if needed after hours. Ms. Catherine McHaney moved to accept the purchase as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

5. CONSIDER Bank Depository Contract – September 1, 2021 through August 31, 2023

Mr. Keith Blundell presented. He shared that Victoria College sent 10 Requests for Proposals (RFPs) for Bank Depository Services. Frost Bank and Prosperity Bank returned bid packages. There were no responses from the remaining financial institutions.

Prosperity Bank (Prosperity) is the recommended Bank Depository based upon their continued waiver of fees related to account activities and their continuation of a floor rate of 0.25% on interest-bearing accounts. A bid summary was provided in the board packet for review.

Dr. Daniel Cano moved to accept the contract as presented. Mr. Luis Guerra seconded the motion. Mr. John Zacek abstained. Motion carried unanimously.

6. CONSIDER Appointment of a Representative to perform the calculations of 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.

Mr. Keith Blundell presented. He informed the Board of Trustees that they 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. Kent recommends reappointment of Ms. Ashley Hernandez, 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. Ron Walker moved to accept the recommendation as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

7. CONSIDER 2021 Tax Calendar

Mr. Keith Blundell presented the 2021 Tax Calendar to the board. He went over the dates that have been set forth by the tax assessors office and the different scenarios that could occur once the tax calculations are received. The tax calendar does not need board approval.

8. EXECUTIVE SESSION: Executive Session is called under authority of the Texas Open Meetings Act, and in accordance with the Texas Government Code, Section 551.074, to discuss personnel matters, annual evaluation process of the College President. Mr. Bland Proctor called the meeting into closed session at 4:43 PM. Sharing with everyone that no action would be taken after closed session was over, the meeting would be adjourned. Dr. Jennifer Kent was asked to stay for the first part of executive session.

The regular board meeting was called back into open session at 5:23 PM.
There being no further business, the meeting was adjourned at 5:23 PM.


Bland Proctor, Chair


John Zacek, Secretary