

MINUTES of the Special Board Meeting
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
December 12, 2022

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	√	√	√	√	X

Also in attendance: VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Cindy Buchholz, Terri Kurtz, Matt Wiley, Jacob Flores, Betsy Crane, Babette Lowe, Jerry Hamilton, Amy Mundy, Darin Kazmir, Lillian Knezek, Kaleena Trevino, Maddie Tolliver, Rachel Nessel, Mr. Frank Pecina and Victoria Advocate Reporter, Ian Grenier.

The Victoria College Board of Trustees met for a special board meeting on Monday, December 12, 2022, at 4:00 PM in Corporate Training Room 101 in the Academic Building of Victoria College located at 2200 E. Red River, 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. ITEMS FOR CONSIDERAION:

1. CONSIDER Minutes of the Board Workshop held on August 8, 2022

Mrs. Catherine McHaney moved to accept the minutes as presented. Dr. Josie Rivera and Dr. Daniel Cano seconded the motion. Motion carried unanimously.

2. CONSIDER Minutes of the Regular Board Meeting held on September 19, 2022

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

3. CONSIDER First Quarter Investment Report 2022-2023

Mr. Keith Blundell presented. He shared that this is the required quarterly disclosure of our investments for the quarter ended 11-30-22. Due to the current interest rate environment, the college transferred the majority of its available funds to Texpool Prime. The Endowment Fund, General Fund, Auxiliary Fund, Debt Service Fund and Construction Fund accounts are earned \$142,010.81 for the quarter. Texpool Prime accounts earned an average of 3.244% for the quarter. Mrs. Catherine McHaney moved to accept the report as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

4. CONSIDER 2022 August Financial Statements

Mr. Keith Blundell presented. First, he introduced Ms. Brittany Mace, Victoria College's new Director of Finance. He also shared that Ms. Mace is doing a great job and was an integral part of the annual audited statements that will be presented in the next agenda item. Mr. Blundell went on to share the August financial statements which is a total culmination of FY2022. He discussed the Statement of Net Assets as compared to the same time last year, noting an increase of about \$1.5 million compared to last year. Cash and cash equivalents are at about \$21,743 million. He noted a decline of about \$636K in noncurrent assets, mostly due to projects. Mr. Blundell also noted that current liabilities are favorably to prior year. Total net position is at \$27.098 million compared to \$21.560 million the same time last year in 2021. 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 shared that Ad Valorem taxes are in good shape at 103.26%, exactly where we want them to be. He compared current year actual to 2021 actual and explained any differences, state appropriations came in as budgeted. Tuition and fees for credit classes are at about 88.63% of budget. Non-credit is doing very well at about 131% of budget. He also noted that hours are down about 3-4% but our rate is up about 3-4%. Mr. Blundell also made note of "other income" which is HEERF funds of \$1.354 million, which normally would not be there. The net increase in net assets ended the year at \$2.710 million compared to \$2.581 last year. Mr. Blundell noted on page 12 revenues equal expenditures, that is exactly what we want to see. Mr. Blundell also noted on page 15 of 21 that Auxiliary ended the year at \$633K increase compared to \$232K last year. That is due to HERRF funds only. He moved on to page 18 of 21, pointed out that budget adjustments are at net \$0. He noted that on page 19, Gonzales Center currently shows a negative balance of \$42K due to a classroom project. There is an outside donor that has committed to funding this when the project is complete. Mr. Blundell moved on to page 20 and 21. He shared that currently we have around \$9.888 million in the master plan budget with about \$2.006MIL already expended leaving us at about \$7.881 million. He clarified that this total does not include pledges. Dr. Daniel Cano moved to accept the statements as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

5. CONSIDER 2021-2022 Audited Financial Statements

Mr. Keith Blundell presented. First, he gave kudos to Brittany Mace again for all of her hard work in assisting the firm with the annual audit. Mr. Blundell introduced Mr. Frank Pecina, with Cascos and Associates, PC. Mr. Pecina thanked the Board of Trustees, Mr. Blundell, Ms. Mace and his entire staff at Victoria College for their assistance in all aspects needed. Mr. Pecina shared with the board that the Independent Auditor's report shows an "unmodified" opinion, again the most favorable opinion possible. He touched on a few key notes worth mentioning. One being page 16 of the report which shows the Net Position for the EOY is at \$27.272 million compared to \$21.224 million last year. That is an increase of about \$6 million. Each board member received a copy of the audit, asked the board to take home and read at their leisure. Mr. Bland Proctor thanked Mr. Pecina and his firm. Dr. Kent and the board also gave thanks to Keith and Brittany and the entire administration team for all of their continued hard work in making this possible. Mrs. Catherine McHaney moved to accept the audit as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

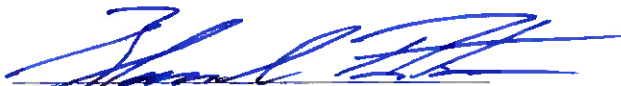
6. CONSIDER Purchase of Goods/Supplies

a. PURCHASE of HSI-STEM Grant Year 2 Supplies & Equipment

Mr. Keith Blundell presented. He shared that supplies and equipment are needed for educational purposes – The purchases are allowed within the terms of the Department of Education Hispanic Serving Institutions (HSI)- Science, Technology, Engineering or Mathematics (STEM) Grant. This grant is to (1) increase the number of Hispanic and other low-income students attain degrees in the fields of science, technology, engineering or mathematics and (2) to develop model transfer and articulation agreements between two-year and four-year institutions in such fields. The recommendation is to award the bid to Reactive Digital Systems DBA TopoBox and nanoScience Instruments. Dr. Daniel Cano moved to accept the bid as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

Ms. Cindy Buchholz gave a SACS update. She shared with the board that SACS 10-year comprehensive report is due March 1, 2023 – the Victoria College team will be turning it in around mid-February. Our QEP is due in February of 2024. The SACS off-site team will review the report in April and SACS on-site team is tentatively scheduled to be on campus in October of 2023.

There being no further business, the meeting was adjourned at 4:43 PM.



Bland Proctor, Chair



John Zacek, Secretary