

**MINUTES of the REGULAR MEETING**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**July 16, 2018**

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

STAFF

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

MEDIA

**Guests:** Jerry Hamilton, Babette Lowe, Shari Gould, Darla Strother, Matt Wiley, Keith Blundell, Cindy Buchholz, Dr. Edrel Stoneham, Terri Kurtz, Dr. Patricia Rehak, Lydia Huber and Darin Kazmir.

The Victoria College Board of Trustees met Monday, July 16, 2018 at 4:00 p.m. in the Corporate Training Room - 101 of the Academic Building.

**A. Call to Order:**

1. Mr. Bland Proctor called the meeting to order at 4:01 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.

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

1. Finance & Resources Committee – 05.21.18 – Mr. Luis Guerra reported that the committee had met and would report out later in the meeting.
2. Facilities Committee – 05.21.18 – Mr. Bland Proctor reported out that the committee had met and reviewed the Master Plan Update.
3. Personnel & Policy Committee Meeting – 06.28.18 – Mrs. Catherine McHaney reported that the committee had met and would report out later in the meeting.
4. Personnel & Policy Committee Meeting – 07.11.18 - Mrs. Catherine McHaney reported that the committee had met and would report out later in the meeting.

**D. Items for Consideration:**

**1. CONSIDER Minutes of the Regular Board Meeting held on May 21, 2018**

Mrs. Catherine McHaney moved to accept the minutes as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

**2. CONSIDER Minutes of Board Workshop held on June 28, 2018**

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

**3. CONSIDER 2018 April and May Financial Statements**

Mr. Keith Blundell presented financials. As the financials are cumulative, he reviewed only the May statements in detail. He discussed the Statement of Net Assets as compared to the same time last year, noting most balances are comparable. He noted that the two line items, cash & cash equivalents and restricted cash & cash equivalents are actually consolidated into one bank account and at a positive \$1.6 million. The continued shift from cash to investments is a result of positive interest rates. Excess operating funds have been invested in TexPool. There are no long-term investments. Total net position is \$45.6 million as compared to \$42.6 million the same time last year.

Mr. Blundell informed the board of an upcoming accounting change effective yearend. GASB 75 is similar to GASB 68 which was implemented several years ago requiring entities to book deferred pension liability, GASB 75 requires entities to now book postemployment benefits other than pensions, i.e. health insurance. He noted that these entries will affect the college's total net position, but will not negatively affect the unrestricted net position calculation as that is based on core expenditures only.

Mr. Blundell then reviewed the Consolidated Statement of Revenue, Expenses and Net Assets and the Gonzales and ETC construction funds. He compared current year actual to 2017 actual and explained any differences. State appropriations are coming in on schedule. Credit tuition and fees are at 97% of budget, but 111%-113% compared to last year. He noted that this is a timing issue as fall registration was opened earlier than before. Other income in 2018 includes approximately \$400,000 from the sale of the Crestwood property, while in 2017, it included the sale of land to UHV. All other items were comparable. Total revenue is 94.3% of budget and 102.2% compared to same time last year. May is 75% of the academic year and expenses are right in line at 74.5%. Net increase in net assets is \$8,615,255. Mr. Luis Guerra reported out that the committee had discussed this at length during the meeting and the committee recommended approval, therefore no second was need – all present members unanimously passed the motion.

**4. CONSIDER A Representative to perform the Effective Tax Rate and Rollback Calculations in Accordance with Section 26.04 (c) of the Texas Property Tax Code**

Mr. Keith Blundell presented. He shared with the board that Dr. Hinds recommends reappointment of Ms. Rena Scherer, Victoria County Tax Assessor-Collector to make the Effective Tax Rate and Rollback calculations. Mrs. Catherine McHaney moved to accept the recommendation as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**5. CONSIDER 2018 Tax Calendar**

Mr. Keith Blundell presented. He shared the important dates with the board, no approval was required as they are set.

**6. CONSIDER Authorized Signers on Prosperity Bank accounts**

Mr. Keith Blundell presented. Since we have had some changes in our board, Dr. Hinds recommends acceptance of the following as authorized signers on all Prosperity Bank accounts:

- V. Bland Proctor, Chair
- Luis A. Guerra, Vice Chair
- Cindy Buchholz, VP of Instruction
- Dr. David Hinds, President
- Keith Blundell, VP of Administrative Services

Mrs. Catherine McHaney moved to accept the recommendation as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**7. CONSIDER Nursing Programs 2018-19 Student Handbook Update**

Ms. Darla Strother presented. The 2018-2019 ADN-VN, PTA, and RT program Student Handbook has been updated pertaining to new policies and procedures. She went over them in brief detail with the board members. Mr. John Zacek moved to accept the recommendation as presented, with the clarification of a minor misspelling to be corrected. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**8. CONSIDER Nominations to 2018-19 Victoria College Foundation Board of Directors**

Mrs. Amy Mundy presented. Recommend approval. At the July 09, 2018 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 2018-2021**

Charla Borchers Leon  
Elton Calhoun  
Dr. Ruth Constant  
Ben Galvan  
Terrell Mullins  
Dr. Josie Rivera  
Shane Sklar

**Retiring Member**

Laurel Cahill

**Trustee Representatives**

Luis Guerra  
John Zacek

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.”*

2018-2019 Officers are listed below for informational purposes. Officers are not required to be approved by the VC Board of Trustees.

**2018-2019 Officer**

President	Penni Gietz
Vice President	Ben Galvan
Secretary	Mike Rivet
Treasurer	Gary Worsham
Past President	Dr. Bruce Bauknight

Mrs. Catherine McHaney moved to accept the nominations as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

**9. CONSIDER Personnel Items: a. 2018-19 Tenure Recommendations**

Mrs. Cindy Buchholz presented the following tenure recommendations as listed:

- Irma Moreno – ADN Instructor
- Patrick Thiry – VN Instructor
- Susan Sullivan – ADN Instructor
- Vicki Miles –ADN Instructor

Mrs. Catherine McHaney moved to accept the tenure recommendations as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

- 10. CONSIDER Resignation of Victoria College Board of Trustee District 1 Member, Michelle Yates.** Mr. Bland Proctor presented. He informed the board that he had received her resignation letter in May due to a new position that would not allow her the necessary time to continue serving the college. Mr. Luis Guerra publicly thanked Mrs. Yates and appreciated her years of service. Mr. John Zacek moved to the resignation as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

- 11. 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 deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.** Mr. Bland Proctor called the board into executive session at 4:35 PM and the regular board meeting resumed at 4:48 PM.

- 12. CONSIDER Nominations for Appointment to Victoria College Board of Trustee District 1 Position.** Mrs. Catherine McHaney reported out that the Personnel and Policy Committee had met and wanted to nominate Dr. Josie Rivera to fill the vacant board position of District 1. This was a committee recommendation, therefore no second is needed – recommendation was passed unanimously.

There being no further business, the meeting adjourned at 5:00 p.m.

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Bland Proctor, Chair

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John Zacek, Secretary