

MINUTES of the Board Workshop
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
July 20, 2026

V. Bland Proctor, <i>Chair</i>	Luis A. Guerra, <i>Vice-Chair</i>	John Zacek, <i>Secretary</i>	Dr. Daniel Cano	Catherine McHaney	Dr. Estella De Los Santos	Ron Walker
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Also in attendance: VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Terri Kurtz, Cindy Buchholz and Amy Mundy.

The Victoria College Board of Trustees met for a board workshop on Monday, July 20, 2026 at 3:00 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 workshop to order at 3:00 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 DISCUSSION:

1. DISCUSS 2026-27 Preliminary Operating Budget

Mr. Keith Blundell presented. He went over his 34-page handout. Compared revenues and expenditures. He went over it in detail, answering questions as the workshop went on. He shared that this preliminary total budget decreased \$1,316 MIL. We know that State funding average cut is about 6.5%, Victoria College shows to be cut 8.79%. In accordance with the Governor's rider in SB1 freezing tuition and fees for Texas community colleges, there were no changes to the required tuition and fee rates, which were approved in May. Mr. Blundell also shared that there is an 8% increase in health insurance rates again this year. This budget includes a Step & COLA of 3.5% which will equal to about \$612,962. Last year, the college was only able to do a 2% COLA increase. He also shared that we are still waiting on appraisals which should be received by July 25th. There is still work to be done. We will continue discussions and bring an update back to you in August before the budget comes to you for final approval.

2. DISCUSS 2025-26 Third Quarter Investment Report

Mr. Keith Blundell presented. He shared that this is the required quarterly disclosure of our investments for the quarter ended 05-31-26. 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 earned \$113,070.94 for the quarter. Texpool Prime accounts earned an average of 3.791% for the quarter.

3. DISCUSS 2026 April and May Financial Statements

Mr. Keith Blundell presented. He shared with the board that since the financials are cumulative, he would review only the May financials in detail if everyone was in agreeance. Mr. Blundell then began with the Statement of Net Position as compared to the same time last year, that total current cash and investments is at about \$20.7276 million (due to construction) compared to about \$23.796 million same time last year. We are down about \$3.5 million due to projects. He noted there were no changes in OPEB or Capital Assets since the last audit. Mr. Blundell also noted that current liabilities are favorable to prior year. Total net position is at \$44.590 million. 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. State appropriations are coming in as planned. Ad-valorem is still too early. He compared current year actual to 2025 actual and explained any differences. Tuition and fees for credit classes are at about 93.65%. Enrollment shows an increase of about 2.3%, but if we were to take out the FAST students, we would be about flat at this time. Non-credit is at about 84.29% of budget and we are at 75% of the year so this is also very good. Mr. Blundell also noted that expenditures are at 73.67% and we are at 75% of the year. He also noted that our net increase is at \$(276,313) compared to \$4,961MIL last year. This is due to the transfer of \$7MIL to project fund and about \$158K to TPEG. Mr. Blundell noted on page 12-14 revenues equal expenditures, that is exactly what we want to see. Mr. Blundell also noted on page 15 of 21 that Auxiliary is at about \$704K in the red compared to about (\$545K) last year. 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 still shows a balance of \$868 in case any needed projects occur. Mr. Blundell moved on to page 20 and 21. He shared that currently we have around \$43.056 million in the master plan budget with about \$39.362MIL already expended leaving us at about \$3.693 million. He did add that in July, we received an additional \$1.4 MIL from the College Foundation.

4. DISCUSS Purchase of goods and/or services:

Mr. Keith Blundell presented.

- a. **Vending Machine Services Contract** - On June 3 & June 7, 2026, the College advertised requests for proposals for Vending Machine Services. Notifications were sent directly to vendors, and the specifications were posted on the VC Purchasing website and solicitation platform Beacon Bid. The committee received and opened three (3) proposals for this requirement on Tuesday, June 30, 2026, at 10:00 a.m. The State of Texas allows eight reasons to award a proposal in addition to any other relevant factors the College may require for award. At the 4PM Board Meeting immediately following, it will be recommended approving contract with Canteen Victoria for Vending Machine Services with commissions to be paid at 22% for snacks and 25% for beverages plus up-front payment, scholarship offerings, free products, banners, recycling bins, drink barrels, micro market and AI coolers. Fiscal Impact: Estimated revenue over five-year contract is \$185,000.
- b. **Comprehensive Website Redesign (CRM) Services Contract Increase** – On July 2 & July 6, 2025, the College advertised requests for proposals for comprehensive website redesign services. The specifications were posted on the VC Purchasing website and solicitation platform, Beacon Bid. Notifications were sent to ninety-nine vendors through Beacon Bid. The committee received and opened thirty-one proposals for this requirement on Wednesday, July 30, 2025, at 3:00 p.m. The State of Texas allows eight

reasons to award a proposal in addition to any other relevant factors the College may require for award. At the 4PM Board Meeting immediately following, it will be recommended to approve award to The RDW Group, Inc. DBA iFactory.

The Board approved \$160,000 for the website redesign agreement on November 17, 2025.

Total increase for this project is \$38,100. This includes the cost of the CMS, Modern Campus implementation. Fiscal Impact: Increase of \$38,100.

There being no further discussion, the workshop was adjourned at 4:02 PM.


Mr. V. Bland Proctor, Chair
Mr. John E. Zacek, Secretary