

**MINUTES of the SPECIAL BOARD MEETING and PUBLIC HEARING**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**August 17, 2020**

√ V. Bland Proctor	√ Catherine McHaney
√ Luis A. Guerra	√ Dr. Josie Rivera
√ Ron Walker	√ John Zacek

**STAFF**

√ Dr. Jennifer Kent	√ Mary Ann Rodriguez
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**MEDIA**

√ Samantha Douty (VA)
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**Also in attendance:** *InPerson:* Matt Wiley, Cindy Buchhoz, Dr. Edrel Stoneham, Darin Kazmir, Amy Mundy, Terri Kurtz, Keith Blundell, Lydia Huber and Tracey Bergstrom. *The Board Meeting was also Livestreamed.*

The Victoria College Board of Trustees met for a special board meeting on Monday, August 10, 2020 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. Mr. Bland Proctor called the meeting to order at 4:03 p.m. and announced that a quorum of board members was present.
2. 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. **No members of the public spoke to the Board**
2. **First Public Hearing on the Victoria College 2020 Tax Rate** – Mr. Bland Proctor asked if anyone present wished to address the board during this time regarding the proposed 2020 Tax Rate, no one came forward. Public hearing was closed at 4:04PM and he proceeded to the board meeting agenda.

**C. Items for Consideration:**

**1. CONSIDER Minutes of the Open Finance & Resources Committee Meeting held on August 10, 2020.** Mr. Ron Walker moved to accept the minutes as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

**2. CONSIDER Minutes of the Special Board Meeting held on August 10, 2020**

Mr. John Zacek moved to accept the minutes as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

**3. CONSIDER TASB Local Policy Update 39**

Ms. Terri Kurtz presented. She shared with the board that local changes had to be made due to legislative changes in regards to HB1735 and SB212. The changes were made due to Title IX regulations that went into effect August 14, 2020. The overall structure of the policy had to be expanded to encompass not only the investigation procedures but also initial disciplinary steps. Mr. Luis Guerra moved to accept the local policy update as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

**4. CONSIDER New Student Expression Policy**

Dr. Edrel Stoneham presented. He shared that the student expression policy needed to be added to the Student Handbook. This local policy will align with TASB Legal Policies FKC and FLB. Mrs. Catherine McHaney moved to accept the policy as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

**5. CONSIDER Student Center Facility Rental Policy**

Dr. Edrel Stoneham presented. He shared that this is the first time this policy has been presented to the board for approval. It must be included in the Student Handbook. This policy coincides with TASB Legal Policy FLB as mentioned in agenda item #4. Dr. Stoneham also noted that there were no increases in any fees from the previous year. Mr. Ron Walker moved to accept the policy as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

**6. CONSIDER 2020 June Financial Statements**

Mr. Keith Blundell presented a summary of the June 2020 financials. He noted that the financials were discussed in detail at the 3:30 pm publicly posted Finance & Resources Committee meeting. Mr. Blundell 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 \$12.1 million and restricted is at \$5.6 million. Total net position is \$15.8 million as compared to \$17.1 million the same time last year. 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. He compared current year actual to 2019 actual and explained any differences. Tuition and fees for credit classes are at approximately 94% of budget and non-credit is at 65%. Total expenses in the consolidated funds are at 79% of budget. Mr. Blundell noted on page 18 of 21, budget adjustments are at net \$0. He also noted the increase on page 20 of 21 in the Project Funds statement was at \$3.4 million compared to \$3K last year. This increase was due to gifts, grants and other designated funds for our upcoming Master Plan projects. Mr. Luis Guerra made a motion from the Finance & Resources Committee to approve the June 2020 financials as presented, no second was needed due to motion coming out of committee. Motion carried unanimously.

**7. CONSIDER Proposed College Tax Rate for 2020**

Mr. Keith Blundell presented. He reminded the board that in July, they approved Rena Scherer to calculate the no-new-revenue rate (NNR) and voter-approval rate (VAR) for the college. The appraisals were completed by the VCAD and Ms. Scherer has performed those calculations.

The taxable values increased by 2.38%. New improvements are exempted from the NNR calculation and were at \$70,516,094. The NNR assessment of \$0.2203 per \$100 valuation would generate \$354,039 more than what has been budgeted. The current rate of \$0.2206 per \$100 valuation would generate \$373,195 more than the proposed budget. The voter-approval rate of \$0.2365 per \$100 valuation would generate \$737,156 more than the proposed budget.

The Board voted to propose a tax rate of \$0.2203 at its meeting on August 10, 2020. Since this rate is equal to the NNR, the Board is required to hold a public hearing on the proposed tax rate. That hearing was held today. The Board is now required to adopt the tax rate within 7 days after the public hearing. Mr. Luis Guerra made a motion from the Finance & Resources Committee. Mr. Guerra stated that this year's proposed tax rate does not exceed the No-New-Revenue tax rate. He moved to adopt the attached resolution approving the No-New-Revenue property tax rate of \$0.2203, which includes \$0.1828 per valuation for Maintenance & Operations and \$0.0375 per \$100 valuation for Bonded Debt Service. Mrs. Catherine McHaney seconded the motion. All members were in favor, motion passed unanimously.

#### **8. CONSIDER 2020-2021 Operating Budget**

Mr. Keith Blundell presented. He shared with the board that the attached proposed budget summary was presented and discussed in detail at the Board Workshop on June 20<sup>th</sup> and at the Finance and Resource Committee meetings on August 10<sup>th</sup> and August 17<sup>th</sup>. The total budget increased \$338,361 or 1.00%. There are approximately \$94,000 in operational budget reductions over prior year. State Appropriations did not change. There were changes to the required tuition and fee rates, which was approved in March. As a result, there is an increase in tuition and fee revenues of \$55,000. In this budget the pay scale includes a step increase of 1.5% and a cost of living increase of 1.63%. After netting added employees, retirements and terminations, the cost of salaries increased \$264,000. The Board is recommending the adoption of a tax rate of \$0.2203/\$100 which would be a \$0.0003 decrease in the tax rate. However, due to a 2.38% increase in the taxable values, property taxes will increase by \$354,000. The college's 1999 revenue bonds of \$6 million matured in August 2019. The college will continue to fund the annual payment of \$442,000 into the project fund until the time comes to re-issue the revenue bonds for a future project. Mr. Luis Guerra made a motion from the Finance & Resources Committee to approve the 2020-2021 Operating Budget as presented, no second was needed due to motion coming out of committee. Motion carried unanimously.

#### **9. CONSIDER purchase of SAN Network Equipment**

Mr. Keith Blundell presented. He shared that in response to COVID-19, students, faculty, and staff will increase their reliance on systems hosted by the institution. These systems need to meet storage and performance requirements necessary to provide the infrastructure to support the operation of student support services, faculty coursework development, and student records processing. Regulatory requirements necessitate increased security measures and requisite technology resources to mitigate sensitive information loss. The existing systems will reach end of support in less than 18 months. The servers will host over 120 virtual servers, the Storage Area Network (SAN) will provide 84TB of system storage, and the newer network equipment supports the security requirements to enable virtual firewalls to protect each of the virtual servers. The President's recommendation was made for award to SHI Government Solutions. The \$288,092 funding will come from CARES Act Grant. Mrs. Catherine McHaney moved to accept the purchase as recommended. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

Mr. Keith Blundell presented the ratification to a purchase. He shared with the board that there was some confusion on the funding for P0009754 to Dell Marketing. Initially, it was believed that the order would be placed utilizing the Technology budget previously approved by the Board of Trustees. The order was processed utilizing the CARES Act grant budget. The PCs in faculty offices and classrooms are too old to effectively allow instructors to teach classes interactively using WebEx as well as support the classroom recording requirements. Faculty and classroom lecterns will receive a new computer with a dual monitor configuration. Some faculty received a new computer within the last 12 months but only with a single monitor. To make them match the other configurations, a second monitor was ordered for them as well.

The \$234,880 funding also came from the CARES Act grant. Mr. Ron Walker moved to accept the ratification to purchase as recommended. Mrs. Catherine McHaney and Mr. John Zacek both seconded the motion. Motion carried unanimously.

**10. CONSIDER Engaging Architectural and Engineering Firm for the Museum of the Coastal Bend Project**  
Mr. Keith Blundell presented. He shared that as a component of the Victoria College (VC) campus facilities master plan, VC proposes to expand the Museum of the Coastal Bend to provide roughly 3,600 square feet of added permanent exhibit and event space. On June 4 & 11, 2020, the College Advertised for qualifications for architectural and engineering firms for the Museum of the Coastal Bend Addition. Notifications were sent to 20 firms and the specifications were posted on the Purchasing Website. The committee received and opened seven response for this requirement on Thursday, June 25, 2020 at 3PM. After review, recommendation was made for Rawley McCoy & Associates. Mr. Luis Guerra moved to accept the recommendation as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

**11. CONSIDER 2020 Joint Election Agreement**

Dr. Jennifer Kent presented. She shared that the political subdivisions listed below wish to enter into an agreement to conduct their elections as a joint election as prescribed in the Texas Election Code, Chapter 271.

*Victoria County, Victoria Independent School District, Victoria County Water Control & Improvement District #2, Victoria County Junior College District, Victoria County Groundwater Conservation District, Bloomington Independent School District, Nursery Independent School District, and Meyersville Independent School District*

The agreement was never entered into due to the postponing of the May elections to November 3, 2020 pursuant to the proclamation by the Governor of the State of Texas dated March 18, 2020.

After some discussion and clarification on legal counsel given back in early 2020, Mrs. Catherine McHaney moved to **not** enter into the election agreement due to all four candidates being **unopposed**. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

*Notice to cancel the election will be on the next board meetings agenda, which is scheduled for September 21, 2020.*

**Informational Items:**

Cindy Buchholz, Vice President of Instruction, shared that there were seven new faculty hires since the last board meeting.

There being no further business, the meeting was adjourned at 4:30 PM.

  
Bland Proctor, Chair

  
John Zacek, Secretary