

MINUTES of the REGULAR MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
January 26, 2015

√ Ronald B. Walker √ Catherine McHaney
√ Luis A. Guerra V. Bland Proctor
 √ John A. Villafranca
Robby Burdge

STAFF

√ Dr. Tom Butler
√ Jennifer Yancey
Debbie Rains

MEDIA

√ Carolina Astrain Victoria Advocate

Guests: Dr. Pat Vandervoort, Dr. Florinda Correa, Dr. Larry Garrett, Keith Blundell, Lydia Huber, Terri Kurtz, Ed Byerly, Betsy Crane, Amy Mundy, Sherri Pall, Jerry Hamilton, Darin Kazmir, Dr. Bill Coons, and Dr. Mike Hummel.

The Victoria College Board of Trustees met Wednesday, January 26, 2015 at 4:00 p.m. in the Corporate Training Room, Academic Building, Room 101. Mr. Ron Walker, Chair, presided over the meeting.

A. Call to Order:

1. Mr. Ron Walker called the meeting to order at 4:07 p.m.
2. Dr. Tom Butler 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.

C. Consider Board of Trustees Committee Reports:

1. **Finance Committee.** Luis Guerra, Chair of the committee, noted that the meeting notes in the board packet were for documentation only. The committee meeting was held immediately prior to and discussed during the December 17, 2014 board meeting.

D. Items for Consideration:

1. **CONSIDER Resolution Honoring Janey and Melvin Lack.** Dr. Butler presented this item. The Lacks will be honored at the Awards Dinner on Thursday, February 12th in the VC Student

Center. Mrs. Catherine McHaney moved to approve the resolution as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

2. CONSIDER Minutes of the special meeting held on December 17, 2014. Mr. Robby Burdge moved to accept the minutes of the regular meeting held on November 17, 2014 and workshop of December 5, 2014 as presented. The motion was seconded by Mr. Bland Proctor. Motion carried unanimously.

3. CONSIDER Financial statements for November 2014. Keith Blundell presented the financials for November 2014. Mr. Blundell began his overview with the Statement of Net Assets, reviewing the current and non-current assets as well as liabilities, noting that \$8.4 million of current assets are Due From the ETC construction fund. He compared liabilities in current year to 2013, noting a bond interest payment will be made in February. He then reviewed the Statement of Revenues, Expenditures and Changes in Net Assets, noting State appropriations are on track and ad valorem tax statements have just been mailed. Credit course revenue includes the increased fee, which makes up for the decrease in tuition caused by slightly lower enrollment. Other revenues are comparable to last year. He walked the board through the remaining statements. One item of note is a reduction in auxiliary salaries. This is due to the shift of food service from in house management to Aramark. Mr. Luis Guerra moved to approve the financial statements for November 2014 as presented. The motion was seconded by Mrs. Catherine McHaney. Motion carried unanimously.

4. CONSIDER Resolution approving investment policy and list of eligible brokers. Dr. Butler presented the current policy and list of eligible brokers. Review and approval is required annually. He made no recommendations for changes to the current documents. Mrs. Catherine McHaney moved to approve the investment policy and list of eligible brokers as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

5. CONSIDER notice of retirement of Dr. Tom Butler, President. Mr. Ron Walker opened this item. He expressed his and the board members' appreciation for the work Dr. Butler has lead, including the Strategic Plan, SACS Reaffirmation, a focus on improving student success, passage of a bond and construction of the Emerging Technology Complex, acquisition and improvements at the Welder Center, expansion of the Gonzales Center and in empowering his staff to move forward as a team. Other members shared their appreciation. Mrs. Catherine McHaney moved to accept Dr. Butler's retirement notice. Mr. John Villafranca seconded the motion. Motion carried unanimously.

6. CONSIDER resignation of Josie Rivera, District 1 Victoria College Board of Trustees. Mr. Ron Walker opened this item. He shared his disappointment but understanding of Dr. Rivera's decision to resign from the board for personal reasons. She has been a true asset and will be missed. She will, however, continue to serve on the VC Foundation Board of Directors. Her resignation was effective eight days from receipt – December 24, 2014. Dr. Rivera served as the secretary to the board. Mr. Walker appointed Mr. Bland Proctor to serve as secretary. Mr. Luis Guerra moved to accept the resignation as presented. Mr. John Villafranca seconded the motion. Motion carried unanimously.

7. CONSIDER Purchase of Goods or Services:

a. Purchase of Emerging Technology Complex's Furniture Packages A, B & C. Dr. Butler presented this item to the Board. The request includes a \$13,000 contingency from the quote. Mr. Luis Guerra made a motion to accept the bids of Coastal Office Solutions, Inc. in the amount of \$14,657.92, Texas Wilson in the amount of \$57,360.47, Vanguard Environments in the amount of \$64,148.32, J. Tyler in the amount of \$189,810.21, totaling \$339,000 for the Emerging Technology Complex's Conference and Education Center. Mr. John Villafranca seconded the motion. Motion carried unanimously.

b. Purchase of Emerging Technology Complex's additional furniture. Dr. Butler presented this item with the board. Mrs. Catherine McHaney made a motion to accept the bids of Spectrum Industries in the amount of \$12,000, J. Tyler in the amount of \$9,200, Texas Wilson in the amount of \$33,000, totaling \$54,200 for additional furniture for the Emerging Technology Complex's Conference and Education Center. Mr. John Villafranca seconded the motion. Motion carried unanimously.

Dr. Butler then reviewed all other purchases for the Complex that have been previously approved, noting to-date expenses in line with the project budget.

E. President's Report:

a. Campus Events and Dates - Dr. Butler walked through the upcoming events reminding the board of the upcoming Lyceum Lectures. He also reminded the board that there will be a board workshop in conjunction with the upcoming CCATT & TACC Joint Conference and Community College Day on February 2-3, 2015 in Austin. Jennifer Yancey will coordinate and send final reservations as soon as possible.

There being no further business, Mr. John Villafranca moved to adjourn at 4:29 p.m. Mr. Luis Guerra seconded the motion.

Ron Walker, Chair

V. Bland Proctor, Secretary