

MINUTES of the REGULAR MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
July 20, 2015

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

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, Dr. Betsy Crane, Babette Lowe, Tracey Bergstrom, Cindy Buchholz, Darin Kazmir, Matt Wiley.

The Victoria College Board of Trustees met Monday, July 20, 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 4:14 p.m. and announced that a quorum of board members was present
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 during this time.

C. Consider Board of Trustees Committee Reports:

1. Facilities Committee. Robby Burdge, Chair, informed the board that Dr. Larry Garrett had provided the committee with an update on the Master Plan progress and plans to meet again in the near future to look at options for the new Master Plan and to move forward with development and implementation.

2. Finance Committee. Luis Guerra, Chair, noted that the May 2015 financials were presented by Keith Blundell to the board during the workshop held immediately prior to this meeting and

will present the information and make a recommendation later in the meeting.

D. EXECUTIVE SESSION: Executive Session is called under authority of the Texas Open Meetings Act, in accordance with Texas Government Code, Section 551.074 to discuss personnel matters and presidential contract and Texas Government Code, Section 551.072, to deliberate the purchase, exchange, lease or value of real property.

Ron Walker called the Trustees into Executive Session at 4:17 p.m. The session ended at 4:50 p.m. and the board was called back into Open Session.

E. Items for Consideration:

- 1. CONSIDER employment status change for VC President, Dr. Tom Butler.** Dr. Butler reminded the board that they preferred the new president be in office prior to the 2015 Fall Convocation and in order to accommodate this request, Dr. Butler's employment status will change from President to Advisor to the President beginning August 10, 2015 through August 31, 2015. Mr. Robby Burdge moved to approve the employment status change of Dr. Tom Butler. The motion was seconded by Mr. Bland Proctor. Motion carried unanimously.
- 2. CONSIDER Presidential contract with Dr. David M. Hinds.** Mr. Walker reminded the board that Dr. Hinds was named sole finalist at the board meeting held on June, 15, 2015. The required 21-day waiting period has passed and the board is now in a position to enter into a contract with Dr. Hinds. Mr. Walker indicated that the only amendment to the contract is the start date of August 10, 2015 and the proration of his salary to September 1, 2015. Mr. Robby Burdge made a motion to approve the contract with Dr. David M. Hinds. The motion was seconded by Mr. Bland Proctor. Motion carried unanimously.
- 3. CONSIDER minutes of the regular board meeting held June 8, 2015 and the special meeting of June 15, 2015.** Ms. Catherine McHaney moved to accept the minutes of the regular meeting held June 8, 2015 and special meeting of June 15, 2015 as presented. The motion was seconded by Mr. John A. Villafranca. Motion carried unanimously.
- 4. CONSIDER Financial statements for May 2015.** Mr. Luis Guerra reminded the board that Mr. Blundell had presented the May 2015 financials in detail at the workshop immediately prior to this meeting and made a motion that the statements be approved as presented. Motion carried unanimously.
- 5. CONSIDER engagement of independent auditors for 2014-2015 fiscal audit.** Mr. Keith Blundell walked through this item with the board, explaining that this is the final year of the 5-year proposal from Pattillo, Brown & Hill, LLP, to conduct the audit for the fiscal year ending August 31, 2015 in the amount of \$25,600. PB&H originally made a proposal of \$27,500, but reduced the amount based on the amount of work that was done by VC staff through this fiscal year. A new proposal will be presented in the fall. This firm has provided 10 years of service to VC. Mr. Bland Proctor made a motion to approve the engagement of Pattillo, Brown & Hill, LLP as presented. The motion was seconded by Mr. John A. Villafranca. Motion carried unanimously.

6. **CONSIDER 2015 Tax Calendar as drafted.** Mr. Keith Blundell reminded the board that the College prepares a Tax Planning Calendar annually to accomplish the setting of the tax rate in accordance with requirements established under Section 26.04 (c) of the Texas Property Tax Code. Jennifer Yancey explained that the final tax roll numbers will not be ready until August 1, 2015. Upon approval of the tax calendar, the board will meet on August 13, 2015 to discuss the tax rate with the first public hearing being held on August 24 and the second public hearing held on September 1. The board will meet on September 14, 2015 to adopt the 2015 Tax Rate. Mr. Bland Proctor made a motion to approve the 2015 Tax Calendar as presented. The motion was seconded by Mr. John A. Villafranca. Motion carried unanimously.
7. **CONSIDER Personnel Items:**
 - a. **Faculty/Staff resignations/retirement.** Dr. Butler announced that Dr. Pat Vandervoort was submitting her notice of retirement/resignation as VP of Instruction, effective July 1, 2016. Dr. Butler commended Dr. Vandervoort on her service to VC. Ms. Catherine McHaney made a motion to accept the resignation/retirement notice of Dr. Pat Vandervoort, VP of Instruction. The motion was seconded by Mr. Bland Proctor. Motion carried unanimously.
8. **CONSIDER leases at the Emerging Technology Complex.** Dr. Butler explained that in order to move things along, the leases with the Victoria Chamber of Commerce and Victoria Alliance required signature prior to this meeting and requested the board to consider ratification of these leases. He also informed the board that Victoria Alliance was offered a discounted rate because of non-profit status. Mr. Bland Proctor and Mr. Robby Burdge both abstained from voting due to a potential conflict of interest. Ms. Catherine McHaney made a motion to ratify the lease agreement with Victoria Chamber of Commerce and with Victoria Alliance. The motion was seconded by Mr. Luis Guerra. Motion carried unanimously.
9. **CONSIDER nominations to Victoria College Foundation Board of Directors.** Dr. Butler announced the names of the following VC Foundation 2015-2016 Officers Nominees: Bruce Bauknight, President, John Zacek, Vice President, LuAnn O'Connor, Secretary, Keith Henke, Treasurer. Nominees for 2015-2018 Returning Members: Charla Borchers Leon, Laurel Cahill, Elton Calhoun, Ruth Constant, Terrell Mullins, Shane Sklar and Dr. Josie Rivera, and new members Ben Galvan and Alicia Cowley, and Gary Worsham, Kris McLain and Mike Rivet to complete unexpired terms of John Brimberry, James Ryan and Rene Mascorro. VC Foundation By-laws require Board of Trustee approval for membership but not of the officers. Ms. Catherine McHaney moved to accept the nominations of returning and new members to the VC Foundation Board of Directors as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

F. President's Report:

a. Campus Projects

Continue to move forward with process to update the Master Plan as presented to the Facilities Committee.

b. Advancement Report. Jennifer Yancey informed the board that the M.G. and Lillie A. Johnson Foundation had donated \$290,000 for anatomage tables for the science and nursing classes for the Main Campus and Gonzales Center. She also informed the board that the US Department of Education re-awarded the TRIO Student Support Services Grant in the amount of \$248,000/year for 5 years. This grant funds Victoria College's Key Center.

c. BoardBooks. Debbie Rains presented the BoardBooks program to the board explaining the function and costs. It was agreed that the Board would meet at a later date for a webcast presentation of the program.

d. Events and Dates

Dr. Butler discussed upcoming events including the annual Donor Breakfast, VN Graduation, Fall Convocation and numerous welcome receptions for Dr. Hinds.

There being no further business, the meeting adjourned at 5:20 p.m.

Ron Walker, Chair

V. Bland Proctor, Secretary