

**MINUTES of the SPECIAL MEETING**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**August 13, 2015**

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

STAFF

- √ Dr. David Hinds
- √ Jennifer Yancey
- √ Debbie Rains

MEDIA

- √ Carolina Astrain,  
Victoria Advocate

**Guests:** Dr. Pat Vandervoort, Dr. Florinda Correa, Keith Blundell, Lydia Huber, Tracey Bergstrom, Terri Kurtz, Darin Kazmir, Dr. Mike Hummel.

The Victoria College Board of Trustees met Thursday, August 13, 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 4:03 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. Items for Consideration:**

1. **Consider minutes of the Board workshop and regular meeting of July 10, 2015.** Mr. Luis Guerra moved to accept the minutes of the workshop and regular meeting of July 10, 2015 as presented. The motion was seconded by Mr. Bland Proctor. Motion carried unanimously.
2. **CONSIDER Financial statements for June 2015.** Keith Blundell reminded the board that the financials were discussed in detail at the Board workshop held on August 10, 2015, but

would review with the board if needed. Mr. Luis Guerra moved to accept the financial statements for June 2015 as presented. The motion was seconded by Mr. Bland Proctor. Motion carried unanimously.

- 3. CONSIDER Effective Tax Rate and Rollback Rate calculations performed by Rena Scherer, Victoria Tax Assessor-Collector for 2015.** Mr. Blundell reminded the board that in July, the board approved Rena Scherer, Victoria Tax-Assessor Collector, to calculate the effective tax rate (ETR) and rollback rate for the College. The appraisals were completed and Ms. Scherer has performed those calculations. The taxable values increased by 5.10%. The ETR assessment would bring in \$266,723 less than the proposed budget. The current rate of \$0.1875 per \$100 valuation would generate \$122,668 less than the proposed budget. A rate of \$0.1895 would be the rate needed to meet the proposed budget. However, if the rate were set at \$0.1925 (which is a ½ cent increase) there would be an additional \$109,493 over the proposed budget. The proposed rate of \$0.1981 per \$100 valuation would generate \$541,234 more than the proposed budget. He referred to the newspaper publication for the 2015 Property Tax Rates in the Victoria County Junior College District and reviewed the Property Tax Scenarios worksheet and the ETR and RB calculations for 2015. No vote was taken by the board for this consideration.
- 4. CONSIDER Proposed College Tax Rate for 2015.** Mr. Luis Guerra proposed to set the 2015 tax rate at the rate of \$0.1925 per \$100 valuation and requested that two public hearings be set. Mr. Bland Proctor seconded the motion. Votes were recorded as follows: Ron Walker-aye, Luis Guerra-aye, Bland Proctor-aye, Catherine McHaney-aye, Michelle Yates-aye, Robby Burdge-aye, and John A. Villafranca-aye. Motion carried unanimously.
- 5. CONSIDER Purchase of Goods or Services:**

  - a. Purchase of Janitorial Supplies for FY 15-16.** Dr. Hinds and Keith Blundell walked through this item. Notifications were sent to 29 vendors and the committee received and opened eleven bids for this project. Mr. Blundell explained the advantages of awarding this project to several vendors instead of just one. They can choose the vendor that either has it in stock, by location, etc. Lydia Huber explained that most of the purchases are made with Gulf Coast Paper as they follow closely with the current MSDS. The committee recommends awarding the Janitorial Supplies for FY 2015-16 to Gulf Coast Paper, Matera Paper, Unipak Corp., Calvos Clean All, and Pyramid School in the total amount of \$101,757.01, based on the purchase price, quality of goods and services, past relationship with the vendors, and the total long-term cost to the district. Mr. Robby Burdge made a motion to accept the bid of Gulf Coast Paper, Matera Paper, Unipak Corp., Calvos Clean All and Pyramid School in the total amount of \$101,757.01. Mr. John A. Villafranca seconded the motion. Motion carried unanimously.
- 6. CONSIDER Personnel Items:**

  - a. Faculty/Staff resignations/retirement.** Dr. Hinds announced that Kelly McKay submitted her notice of retirement as Physical Education Instructor, effective August 31, 2015. Dr. Hinds informed the board that Ms. McKay participated in the separation incentive plan offered through PARS. Ms. Catherine McHaney made a motion to accept the resignation/retirement notice of Ms. Kelly McKay. The motion was seconded by Mr. Luis Guerra. Motion carried unanimously.

**D. EXECUTIVE SESSION: Executive Session is called under authority of the Texas Open Meetings Act, in accordance with 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 4:15 p.m. The session ended at 4:25 p.m. and the board was called back into Open Session.

**F. President's Report:**

**a. Events and Dates**

Dr. Hinds discussed upcoming events for the remainder of August and September

There being no further business, the meeting adjourned at 4:28 p.m.

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Ron Walker, Chair

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V. Bland Proctor, Secretary