

**MINUTES of the Regular Board Meeting**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**July 18, 2022**

V. Bland Proctor, <i>Chair</i>	Luis A. Guerra, <i>Vice-Chair</i>	John Zacek, <i>Secretary</i>	Dr. Daniel Cano	Catherine McHaney	Dr. Josie Rivera	Ron Walker
√	√	√	√	√	√	√

**Also in attendance:** VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Cindy Buchholz, Terri Kurtz, Edrel Stoneham, Amy Mundy, Matt Wiley, Jacob Flores, Darla Strother, Jerry Hamilton, Betsy Crane, Bobby Cubriel and Victoria Advocate Reporter, Ian Grenier.

The Victoria College Board of Trustees met for a regular board meeting on Monday, July 18, 2022, at 4:00 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 meeting to order at 4:02 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 CONSIDERATION:**

**1. CONSIDER Minutes of the Regular Board Meeting held on May 16, 2022**

Mr. Luis Guerra moved to accept the minutes as presented. Dr. Josie Rivera seconded the motion. Motion carried unanimously.

**2. CONSIDER Minutes of the Board Workshop held on June 8, 2022**

Dr. Daniel Cano moved to accept the minutes as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

**3. CONSIDER Minutes of the Special Board Meeting held on June 8, 2022**

Ms. Catherine McHaney moved to accept the minutes as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**4. CONSIDER 2022 April and May Financial Statements**

Mr. Keith Blundell presented. He shared with the board that the financials are cumulative; therefore, he would review only the May financials in detail if everyone was in agreeance. He discussed the Statement of Net Assets as compared to the same time last year, noting an increase of about \$1.5 million compared to last year. Cash and cash equivalents are at about \$27,311 million. No changes in GASB or OPEB since the

August audit. He noted that current liabilities are favorably to prior year. Total net position is at \$31.336 million compared to \$24.786 million the same time last year in 2021. 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. He shared that Ad Valorem taxes are in good shape at 101.74%. He compared current year actual to 2021 actual and explained any differences, state appropriations are coming in as scheduled. Tuition and fees for credit classes are at about 97.2% of budget. Non-credit is at about 93.4% of budget. Mr. Blundell also made note of "other income" which is HEERF funds of \$1.339 million, which normally would not be there. Currently, the net increase in net assets is at \$7.816 million compared to \$7.682 same time last year. Mr. Blundell noted on page 12 revenues equal expenditures, that is exactly what we want to see. Mr. Blundell also noted on page 15 of 21 that Auxiliary is at \$822K increase compared to \$530K same time last year. He moved on to page 18 of 21, pointed out that budget adjustments are at net \$0. We currently have around \$9.849 million in the master plan budget with about \$862K already expended leaving us at about \$8.986 million. He clarified that this total does not include pledges. Dr. Daniel Cano moved to accept the statements as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

**5. CONSIDER 2021-22 Third Quarter Investment Report**

Mr. Keith Blundell presented. He shared that this is the required quarterly disclosure of our investments for the quarter ended 05-31-22. Due to the current interest rate environment, the majority of the College's excess funds are deposited with the College's depository accounts at Prosperity Bank. The Endowment Fund, General Fund, Auxiliary Fund, Debt Service Fund and Construction Fund accounts are earned \$1.29 for the quarter due to balances being below the minimum for earnings. Texpool Prime accounts earned 0.504% for the quarter. Dr. Josie Rivera moved to accept the report as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**6. CONSIDER Appointment of a Representative to perform the calculations of the No-New-Revenue Tax Rate, Voter-Approval Tax Rate and No-New-Revenue Maintenance & Operations (M&O) Rate in accordance with Section 26.04 (c) of the Texas Property Tax Code.**

Mr. Keith Blundell presented. He informed the board that they must designate annually a person to make the No-New-Revenue Tax Rate, Voter-Approval Tax Rate and No-New-Revenue Maintenance & Operations (M&O) Rate calculations. He shared that Dr. Kent recommends the re-appointment of Ms. Ashley Hernandez, Victoria County Tax Assessor-Collector to make the No-New-Revenue Tax Rate, Voter-Approval Tax Rate and No-New-Revenue Maintenance & Operations (M&O) Rate calculations. Mr. Luis Guerra moved to accept the recommendation as presented. Mr. Ron Walker and Mr. John Zacek seconded the motion. Motion carried unanimously.

**7. CONSIDER Purchase of goods and/or services:**

**a. Food Services 5-Year Contract - Aramark**

Mr. Keith Blundell presented. He shared that bids were sent out to 29 vendors but only 1 was submitted. Aramark has been our provider for the past 10 years. They have now added a fee for their services. The fiscal impact is: anticipated loss (expenses) (\$333,919); total anticipated revenue: \$1,768,736 and anticipated cost: \$2,002,002.

Ms. Catherine McHaney moved to accept the bid as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**b. EAB Navigate 3-Year Contract Extension**

Mr. Keith Blundell presented. He shared that the recommendation was to extend current EAB-Navigate contract until January 30, 2026 in support of Guided Pathway's case management model, Academic Early Alert system and

retention/persistence enrollment campaigns. It is a 5-year contract with a 3-year commitment, with an “out” in 3 years with no penalty if we are not satisfied with the software, but noted that the software is part of our Pathways Model.

Below is the **Fiscal Impact:**

Year 1. 1/2023-1/2024 = \$71,721.00

Year 2. 1/2024-1/2025 = \$73,760.00

Year 3. 1/2025-1/2026 = \$75,861.00

Dr. Daniel Cano moved to accept the 3-year bid extension as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.

**8. CONSIDER Revised VC and VC Foundation Memorandum of Understanding**

Ms. Amy Mundy presented. She shared with the MOU was last updated in 2021. The document was revised to better reflect the relationship between Victoria College and the Victoria College Foundation. The two main revisions included listing in detail the College responsibilities and adding that the Foundation shall provide a yearly account of grants and Annual Report to the VC Board of Trustees, which is always done but was not called out in the MOU. The MOU was reviewed and approved by legal counsel. Ms. Mundy informed the board that at the July 11, 2022 regular meeting of the Victoria College Foundation Board of Directors, the revised MOU between Victoria College and Victoria College Foundation was approved as presented by the Victoria College Foundation Board of Directors. Mr. Luis Guerra moved to accept the revised MOU as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**9. CONSIDER Naming the Alcoa Foundation Analyzer Lab at the William Wood Building.**

Ms. Amy Mundy presented. She shared that the Alcoa Foundation has made a donation to the Victoria College Foundation in the amount of \$90,000 to support the renovations to the William Wood Building. The gift amount is in line with the Victoria College Board of Trustees Philanthropy Naming and Sponsorship Policy for classrooms and labs. The Alcoa Foundation has been a generous supporter of Victoria College and Victoria College Foundation. The Alcoa Foundation donation helped with the improvements to the Wood Building (which houses Instrumentation & Electronics [I&E] and Welding) and to acquire state-of-the-art training equipment that has enhanced curriculum aligned with the skillsets employers need. Mr. Ron Walker moved to accept the naming recommendation as presented. Dr. Josie Rivera and Mr. John Zacek seconded the motion. Motion carried unanimously.

**10. CONSIDER Naming the Dow Electronics Lab 1 at the William Wood Building.**

Ms. Amy Mundy presented. She shared that the Dow Company Foundation has made a donation to the Victoria College Foundation in the amount of \$375,000 to support the renovations to the William Wood Building. The gift amount is in line with the Victoria College Board of Trustees Philanthropy Naming and Sponsorship Policy for classrooms and labs. Dow Company Foundation through Dow Seadrift Operations has been a generous supporter of Victoria College and Victoria College Foundation. The DOW donation helped with the improvements to the Wood Building (which houses Instrumentation & Electronics [I&E] and Welding) and to acquire state-of-the-art training equipment that has enhanced curriculum aligned with the skillsets employers need. Ms. Catherine McHaney moved to accept the naming recommendation as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

**11. CONSIDER Naming the Museum of the Coastal Bend Expansion the Borchers Leon Exhibit Hall.**

Ms. Amy Mundy presented. She shared that Charla Borchers Leon made a generous gift to support the Victoria College Master Plan and name the new expansion. The gift amount is in line with the Victoria College Board of Trustees Philanthropy Naming and Sponsorship Policy. Charla Borchers

Leon has been a generous support of Victoria College and has served on the Victoria College Foundation Board for over 20 years. The funds will support the construction of the Museum of the Coastal Bend Exhibit Hall. The multi-purpose addition will allow the museum to accommodate larger audiences and to expand the permanent exhibit with the addition of Where Texas Ranching Began. Mr. Ron Walker moved to accept the naming recommendation as presented. Dr. Josie Rivera and Dr. Daniel Cano seconded the motion. Motion carried unanimously.

**12. CONSIDER TASB 43 Policy Updates**

Ms. Terri Kurtz presented. She went over the explanatory notes that are provided by TASB one by one. There were very minimal changes, mainly changes based on legislation from the 87<sup>th</sup> Regular Legislative Session. Ms. Catherine McHaney made the recommendation to approve the updates coming out of the Personnel and Policy Committee that met at 330PM just prior to the 4PM Board meeting. The policy updates were reviewed and discussed in detail. Because the recommendation came out of committee, no second was required. Motion carried unanimously.

Mr. Bland Proctor, Board Chair, shared that no action would be taken after executive session so we would move to Informational Items before calling the meeting to closed session.

**D. Informational Items:**

1. 2022 Tax Planning Calendar – Mr. Keith Blundell shared the 2022 Tax Planning Calendar. Calling out the dates of August 8 and 15 as tentative Special Board Meetings and Public Hearings to discuss and approved the tax rate for the upcoming year. The chief appraiser is legally required to certify the approved appraisal roll to each taxing unit by July 25, 2022.
2. President’s Report – Dr. Kent gave the board an update on the CCATTT Conference and TACC Executive Committee

**13. EXECUTIVE SESSION: The Executive Session is called under authority of the Texas Open Meetings Act, in accordance with Texas Government Code, Section 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.**

Mr. Bland Proctor called the meeting in to closed session at 451PM.  
The meeting was called back into open session at 454PM.

There being no further business, the meeting was adjourned at 454 PM.

  
Bland Proctor, Chair

  
John Zaack, Secretary