

MINUTES of the Board Meeting
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
November 17, 2025

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

Also in attendance: VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Cindy Buchholz, Dr. Marisa Pierce, Terri Kurtz, Amy Mundy, Darin Kazmir, James Martinez, Amber Baker, Racheal Wilkinson, Betsy Crane, Babette Lowe, Marty Deckard and Matt Wiley.

The Victoria College Board of Trustees met for a board meeting on Monday, November 17, 2025 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 workshop to order at 4:01 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 Board Workshop held on September 22, 2025

Mrs. Catherine McHaney moved to accept the minutes as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

2. CONSIDER Minutes of Special Board Meeting held on September 22, 2025

Mr. Luis Guerra moved to accept the minutes as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

3. CONSIDER Donor Designated Naming Recommendations Below:

- Room 102A – 1st Floor of the Student Success Center –
Generously Sponsored in Memory of Evelyn Artero-Cano
- Advising Enrollment Services Office, Room 104-O – 1st Floor of Student Success Center
Generously Sponsored in Honor of a VC Professor (1965-2013)
- Student Success Center Building – *Naming it The M.G. & Lillie A. Johnson Student Success Center*
- Pirate Pantry, Room 103 – 1st Floor of Student Success Center
Naming it the T. Michael and LuAnn O'Connor Pirate Pantry

- Executive Conference Room 206 – 2nd Floor of Student Success Center
Naming it The Victoria College Foundation Executive Conference Room
- Campus Road from Ben Jordan to Ben Wilson – Naming It “Walker Drive” –
Generously Sponsored by Ronald Walker

Ms. Amy Mundy presented. She shared a brief background summary on each of the donors and their naming recommendations. Mr. John Zacek moved to accept the naming recommendations as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

4. CONSIDER Nomination to the Advisory Board of the Museum of the Coastal Bend

Mr. Keith Blundell presented. He shared with the board that On October 30, 2025, the Executive Committee of the Advisory Board of the Museum of the Coastal Bend voted to recommend Nancy Brittain to fill a three-year term on the Advisory Board, term beginning September 1, 2025. The Executive Committee was authorized to take this action at the Advisory Board meeting of July 22, 2025. Ms. Brittain’s bio was attached. Mr. Ron Walker moved to accept the nomination as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

5. CONSIDER Nomination to the Board of Directors of the Friends of the Leo J. Welder Center for the Performing Arts

Mr. Keith Blundell presented. He shared with the board that the Victoria College President may appoint up to three voting members (designated “Victoria College Directors”), of the Board of Directors of the Friends of the Leo J. Welder Center for the Performing Art, for a term determined by the Victoria College President. Melissa Balli replaces Robert Hodde as a member of the Board. Ms. Balli is Department Chair of Arts and Associate Professor of Music at Victoria College. She received her Bachelor’s Degree in Music Education from Texas A&M International University. She has earned a Master’s in Music Performance and Master’s in Interdisciplinary Studies from West Texas A&M University. She performs with the Victoria Symphony Orchestra and throughout the community. Mrs. Catherine McHaney moved to accept the nomination as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

6. CONSIDER Victoria College and Friends of the Leo J. Welder for the Performing Arts Memorandum of Understanding (MOU) Changes

Mr. Keith Blundell presented. He shared with the board that The MOU was reviewed by Chad Timmons, VC legal counsel with Abernathy Roeder Boyd Hullet, in July 2025. He has recommended changes for the following purposes:

- to establish clearly that the College and the Friends are separate legal entities,
- to overcome the presumption that the College’s support of the Friends is a gift of public funds,
- to clearly state in accordance with Texas law that the permitted purpose of the College’s support is (1) to accomplish a public purpose, not benefiting a private party, (2) controlled to ensure the public purpose is accomplished and the public’s investment is protected, and (3) provided in a way that the College receives a return benefit.

The Friends Board reviewed the proposed changes at their regular meeting on August 5, 2025, and are in support of the changes. Mr. Ron Walker moved to accept the changes as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

7. CONSIDER August 31, 2025 Financial Statements

Mr. Keith Blundell presented. He shared with the board that at this time, the audited financials should be presented as well but due to the government shutdown, there is a piece that is missing that comes from them. This is the OMB Circular. All community colleges are at a standstill on the annual financial audits. The deadline to approve the audited financials is December 31, 2025. No word has been shared if this deadline will be extended. We will have to wait and see. If the deadline is not extended and the OMB Circular is received in time, we will have to call a Special Board Meeting next month. This is completely out of our control. Mr. Blundell proceeded with the August Statement of Net Position as compared to the same time last year, that total current cash and investments are at about \$21.325 million (which include project funds) compared to about \$28.010 million same time last year. We are down about \$6.685 million due to spending in construction project which is to be expected. He noted there were no changes in OPEB or Capital Assets since the last audit. Mr. Blundell also noted that current liabilities are favorable to prior year. He did call attention to a new line under liabilities which is the 2025 Limited Revenue Tax Bond. It is currently at \$5.890MIL. Total net position is at \$40.805 million. 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. State appropriations are coming in as expected. Ad-valorem taxes are at 104.24%. He compared current year actual to 2024 actual and explained any differences. Tuition and fees for credit classes are at about 100%. Credit hours and rates are up. Non-credit is at about 93.8% of the budget. Mr. Blundell also noted that expenditures are at 95.90%. He noted that our net increase is at \$2.530 MIL compared to \$713K last year. Mr. Blundell also noted on page 15 of 21 that Auxiliary is at about \$858K in the red compared to about (\$964K) last year. This is after the bookstore adjusted for inventory. Mr. Blundell noted that on page 16 (Debt Service) there was a new line item: Bond Proceeds. It shows a transfer of \$6MIL to Project Funds. He moved on to page 18 of 21, pointed out that budget adjustments are at net \$0. He noted that on page 19, Gonzales Center still shows a balance of \$868 in case any needed projects occur. Mr. Blundell moved on to page 20 and 21. He shared that currently we have around \$34.299 million in the master plan budget with about \$34.726MIL already expended leaving us at about \$426K deficit. We are required to record. Since this time, \$7 million has been received and deposited from the Johnson Foundation. He clarified that this total does not include pledges. Mr. Luis Guerra moved to accept the statements as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

8. CONSIDER Purchase of Goods/Supplies:

Keith Blundell presented.

- a. **PURCHASE** of Adult and Pediatric Manikins - (*Laerdal Medical Corp – Sourcewell Purchasing Coop*)
Mr. Blundell shared that President’s recommendation to approve award to Laerdal Medical Corporation utilizing Sourcewell purchasing cooperative agreement. Manikins will be used in the Division of Allied Health. Fiscal Impact: Funding not to exceed \$300,000. Purchases funded through the JET (Jobs and Education for Texans) Grant. Dr. Daniel Cano moved to accept the purchase as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

- b. **PURCHASE** of Furniture and Furnishings for the Student Success Center
(Coastal Office Solutions – Buyboard Purchasing Coop)

Mr. Blundell shared that President's recommendation to approve award Coastal Office Solutions, Inc. utilizing BuyBoard purchasing cooperative agreement. Provides indoor furniture as part of the Student Success Center project. Fiscal Impact: \$670,125.00. Mr. Ron Walker moved to accept the purchase as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

- c. **PURCHASE** of Comprehensive Website Redesign Services - *(RDW Group, Inc: dba iFactory)*

Mr. Keith Blundell shared that Mr. Darin Kazmir, Marketing and Communications Director, would present this purchase request. Mr. Kazmir explained that due to new federal accessibility regulations that must be adhered to by April of 2026, our current website must be replaced. Average lifespan of a website is about 5 years, we are at 8 years old. Originally, there had been Title V funding allocated for this purchase but that is no longer the case. By reworking our current budget, we have located \$52,100 that can be used for this purchase. That leaves us a balance of about \$107K. With the assistance of Sophia Kameitjo, we will be looking for grants to assist with the balance. We will continue to do this in phases, as funds allow. Mr. John Zacek moved to accept the purchase, as explained and discussed and agreed upon. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

- d. **Bookstore Operating Agreement** for College Campus Store – *(Follett Higher Education Group)*

Mr. Keith Blundell presented. He shared that President's recommendation to approve contract to Follett Higher Education Group. Fiscal Impact: Estimated \$80,000 - \$90,000 annual revenue. On June 25 & June 29, 2025, the College advertised requests for proposals for bookstore management and operations. The specifications were posted on the VC Purchasing website and solicitation platform, Beacon Bid. Notifications were sent to eighteen vendors through Beacon Bid. The committee received and opened six proposals for this requirement on Thursday, June 24, 2025, at 10:00 a.m. After review of all submissions, the Evaluation Team recommends the following: Follett Higher Education Group – Westchester, IL. References were checked, Mr. Blundell shared that half of the UT campuses use them. Our next-door neighbors, A&M Victoria uses them. Mr. Ron Walker moved to accept the operating agreement as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

D. Informational Items below were shared:

1. CFO Update – *Keith Blundell*
2. 100th Year Anniversary Update/Centennial Celebration – *Amy Mundy*
3. President’s Report

Marty Deckard shared that Drymala will hand us the keys to the new Student Success Center on December 7th. Fire inspection has passed. Subway is already in. We are working on the punch list. We will slowly start moving departments in after Thanksgiving break with expectation that the building will be fully occupied by Spring Break of 2026.

Amy Mundy shared that all donors should have received invitation to the Donor’s Event scheduled for December 16th at the new Student Success Center. This will include a dinner, commemorative videos of VC’s 100 years and live entertainment. We are hoping to let all staff tour the new building when we return from the holidays and will have a Ribbon Cutting Event in March after everyone is moved in and building is fully furnished.

Dr. Kent shared that a group of seven attended Pathways in Round Rock (4th round) last week. We are now considered an “Impact” college. She also shared that she presented at the Texas Tribune Festival while at Pathways. Dr. Kent gave an update on the Gonzales Center. Data is showing declining enrollment, a changing community base. A need for increased workforce training seems to be more of a key target there. We are having meetings with local officials, Gonzales ISD, and other organizations that are also sharing their needs and concerns for the Gonzales area. We will continue to keep you informed as we are look at more data and take-away points from upcoming meetings.

There being no further business, the meeting was adjourned at 5:40 PM.


Mr. V. Bland Proctor, Chair


Mr. John E. Zacek, Secretary