



Angelina College

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ORDER OF BUSINESS
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
FEBRUARY 8, 2016
5:30 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. INTRODUCTION OF GUESTS
- IV. INVOCATION
- V. COMMENTS TO THE BOARD
- VI. APPROVAL OF MINUTES OF PREVIOUS MEETING – December 14, 2015
- VII. ACTION ITEMS
 - A. Bids and Proposals - *Will consider bids on IT equipment*
 - B. Consideration of Amendment to 2016 -2017 Calendar – *Will consider moving Spring Break to the week of March 10th in 2017*
 - C. Consideration of Tuition Rates for 2016-2017 – *Will recommend a modest increase for next year*
 - D. Order Calling May 2016 Trustee Election – *Position #1 and #2 up for election*
 - E. Consideration of Tax Abatement Request – *A request for a tax abatement agreement on new value for real and personal property improvements with Atkinson Candy Company.*
- VIII. REVIEW AND CONSENT
 - A. Financial Report
 - B. Monthly Investment Report
 - C. Disbursements
 - D. Personnel Recommendations
(Executive Closed Session Provided by Section 551.074 of the Government Code.
It is to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.)
- IX. INFORMATION
 - A. Annual Financial Aid Report
 - B. Preliminary Report on Spring 2016 Enrollment
- X. COMMITTEE REPORTS
- XI. REMARKS BY COLLEGE PRESIDENT
- XII. REMARKS BY BOARD MEMBERS
- XIII. NEXT REGULAR MEETING OF THE BOARD – March 14, 2016
- XIV. ADJOURNMENT

Angelina College A Great Place To Start

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
December 14, 2015

The Angelina College Board of Trustees met in the Board Room of Angelina College at 5:30 p.m. Officers present were Mr. Tim Stacy, President, Mr. Robert Poland, Vice-President, and Dr. Billy G. Kistler, Secretary; and Members present were Mr. Jay Shands, Mrs. Ellen Temple, and Mr. Joe Deason.

College personnel attending the meeting were Dr. Michael Simon, President; Dr. Patricia McKenzie, Vice President and Dean of Instruction; Mr. Joe Madden, VP of Business Services; Mrs. Michaelyn Greene, Controller; Dr. Monica Peters-Clark, Coordinator, Institutional Effectiveness and QEP; Mrs. Nancy Reynolds, Coordinator of Communications and Publications; and Mrs. Rebecca Allen, Recording Secretary.

Visitors present were Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*, Mr. Dave Stewart, managing partner with Axley and Rode, and Mr. Jason Hughes, Senior Vice President of First Southwest.

Mr. Stacy called the meeting to order at 5:30 p.m. and Mr. Stacy gave the invocation.

COMMENTS TO THE BOARD

There were no comments to the Board.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Mr. Stacy asked if there were any additions or corrections to the minutes from the previous meeting of the Board. There being no additions or corrections Dr. Kistler made a motion to approve the minutes of the November 9, 2015 regular meeting. Mr. Poland seconded the motion and the motion carried unanimously.

ACTION ITEMS

Presentation of Annual Audit

Mr. Dave Stewart of Axley & Rode reviewed and highlighted the annual audit. Mr. Stewart informed the Board that the annual audit was a clean, unqualified and outstanding audit with no deficiencies on internal controls and compliance with grants. Mr. Stewart informed the Board that the College was again awarded a Certificate of Achievement for Excellence in Financial Reporting (CAFR Award) by the Government Finance Officers Association of the United States and Canada. Mr. Shands informed the Board that the Finance Committee had reviewed the audit in depth and found everything to be in order. The Finance Committee and the Board commended the Mr. Madden, Mrs. Greene, and the Business Office for an excellent job. Mr. Shands encouraged the Board to review the report prepared by the Business Office in its entirety Mr. Stacy thanked the Finance Committee for their hard work. Motion made by Mr.

Shands to approve the audit as presented. Dr. Kistler seconded the motion. Motion carried unanimously.

Dr. Simon commented that he reviewed the College's audit report before he applied and he also commended the Business Office for their outstanding work.

Bids and Proposals

There were no bids or proposals presented for approval.

Approval of Series 2004/2005 Bond Refunding

Dr. Simon introduced Mr. Jason Hughes with FirstSouthwest who informed the Board that FirstSouthwest opened up a competitive bid for investors on the refinancing of all remaining maturities of the 2004/2005 limited tax refunding bonds. They received eight bids with excellent results with FTN Financial Capital Markets being the lowest bid of 1.347%, which will result in debt service savings for the College. Motion made by Dr. Kistler to accept the refinancing of all the remaining maturities of the 2004/2005 limited tax refunding bonds as presented. Motion was seconded by Mrs. Temple. Motion carried unanimously

Consideration of Modification of Tax Abatement

Mr. Madden presented for consideration a modification of a tax abatement request from Pinecrest Energy Center requesting a modification of a tax abatement from Angelina College on real and personal property owned by Pinecrest Energy Center previously approved by the Board in August 2012 extending the timeline from June 30, 2017 to June 30, 2018 for completion of the project. A modification of tax abatement request of Pinecrest Energy Center had previously been approved by the City of Lufkin. Mr. Shands made a Motion to approve the modification of the tax abatement request of Pinecrest Energy Center and Mr. Poland seconded the Motion. The Motion passed unanimously.

Consideration of Official Calendar 2016-2017

Dr. McKenzie presented the College Calendar for 2016-2017 which meets the Coordinating Board requirements and reflects compliance. Motion made by Mr. Deason to approve the College Calendar for 2016-2017 as presented. Motion seconded by Mrs. Temple and motion carried unanimously.

REVIEW AND CONSENT

Financial Report, Monthly Investment Report, and Disbursements

Mr. Madden presented the Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursement Report to the Board for approval. Motion made by Mr. Shands and seconded by Dr. Kistler to accept the Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursement Report as presented. The motion was approved unanimously.

Personnel Recommendations

Dr. McKenzie presented the following personnel recommendations for approval: full-time Associate Dean of Instruction for Business Division, Dr. Thomas Branton; and full-time automotive technology instructor, Mark Yarnall, Jr.; Megan Flowers, full-time Scholarship Coordinator; part-time employees, Rosa Buenrostro and Maria Day in Housekeeping, and Sharon Gibson-Bass, Secretary for the Fine Arts Division; Community Services employees, Vonda Broden, Ebay Buying & Selling/Livingston, Ropes Facilitators Marcelo Loya, Lauren Gilcrease, Joy Rhiddlehoover, Travis Sims, Jacob Wood, and Caleb Hollway Fire Academy instructor. She also presented for approval the retirements of Sharon Buffalo, ADN Program/Coordinator/instructor, effective July 8, 2016, and Elbert Poulan, Coordinator of Maintenance, effective January 4, 2016; and the resignation of Bruce Hudspeth, Maintenance Mechanic, and J. Brian O’Pella, ADN instructor.

Mr. Poland made the motion to accept the personnel recommendations as presented. Mr. Deason seconded the motion. Motion carried unanimously.

INFORMATION

Dr. McKenzie provided an update on our SACSCOC On-Site Committee visit. She informed the Board that we expect full accreditation and should receive our official reaffirmation letter in June 2016. Dr. McKenzie also thanked the Board for their participation in this process.

COMMITTEE REPORTS

There were no committee reports presented.

REMARKS BY COLLEGE PRESIDENT

Dr. Simon informed the Board that he was accessing the idea of a software change which would require a lot of work with data conversion, but provide the College with updated software which would also save the College money and improve processes in the end.

In response to earlier inquiries from members of the Board, Dr. Simon informed the Board that our instructors work with the advisory committees in our workforce programs to determine what skills are needed in the workplace.

Dr. Simon informed the Board that the ceremonial event between Angelina College and Texas A & M University will be scheduled for January or February on the Angelina College campus.

Dr. Simon also informed the Board of initial meetings with the architect for the Early College High School (ECHS) building. After some discussion, Dr. Simon will provide additional information to the Board.

REMARKS BY BOARD MEMBERS

We will look at having a Long Range Planning Committee meeting during the month of January and more information on the Early College High School can be provided at that time.

NEXT REGULAR MEETING OF THE BOARD

The next regular meeting of the Board will be Monday, February 8, 2016 at 5:30pm.

ADJOURNMENT

There being no further business Mr. Stacy adjourned the meeting at 6:25pm.

Minutes approved at this February 8, 2016 meeting.

Dr. Bill Kistler
Secretary
Board of Trustees
Angelina County
Junior College District

Mr. Tim Stacy
President
Board of Trustees
Angelina County
Junior College District