

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
June 12, 2017

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

College personnel attending the meeting were Dr. Michael Simon, President; Dr. Cynthia Casparis, Vice President of Academic Affairs, Mr. Chris Sullivan, Vice President of Business Affairs Dr. Monica Peters-Clark, Coordinator of Quality Enhancement & Innovative Projects; Michaelyn Greene, Controller; Mr. Steve Hudman, Dean of Student Services; Mr. Steve Capps, Director of Physical Plant; Mrs. Nancy Reynolds, Coordinator of Communications and Publications; Ms. Sandy Lamont, Administrative Assistant to V.P. Academic Affairs; and Mrs. Tracy Neal, Recording Secretary.

Visitors present were Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*; Ashley Havard, *Consolidated Communications*; James Quinet, *Consolidated Communications*; David Woodham, *Consolidated Communications*.

Mr. Poland called the meeting to order at 5:30pm and Mr. Joe Deason gave the invocation.

COMMENTS TO THE BOARD

There were no comments to the Board.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Mr. Poland 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 May 8, 2017 regular meeting. Mrs. Temple seconded the motion and the motion carried unanimously.

ACTION ITEMS

Bids and Proposals

VOIP, FOIP and Internet Services

Advertisements were placed in the Lufkin Daily News and two vendors provided bid requests for integrated VOIP, FOIP and Internet Services. The College requested services for the main Lufkin campus and the Jasper, Crockett and Livingston Centers.

Dr. Simon presented to the Board for approval the purchase of VOIP, FOIP and internet services from Consolidated Communications for a three (3) year contract with an option to extend for two (2) additional years for a total yearly cost of \$210,264.00. Mr. Henderson made a motion to approve the contract with Consolidated Communications. Dr. Kistler seconded the motion and after some discussion, the motion passed unanimously.

Consideration of Bid on Property Held in Trust by Linebarger Goggan Blair & Sampson for Delinquent Taxes

Dr. Simon presented a request from Linebarger Goggan Blair & Sampson for acceptance of a bid they received in the amount of \$1,465.00 from the City of Lufkin on five lots held in trust for delinquent taxes. A motion was made by Mrs. Temple to approve the sale of the property held in trust by Linebarger Goggan Blair & Sampson to the City of Lufkin and seconded by Mr. Deason. Motion carried.

Consideration of Physical Plant Maintenance Agreement

Dr. Simon presented a recommendation for the Board to approve a two year service agreement under the State of Texas' TIPS Interlocal Purchasing System in the amount of \$32,134.00. Mr. Deason made a motion to approve the purchase and was seconded by Dr. Kistler. The motion passed unanimously.

Consideration of Boiler Heat Exchange Replacement

Dr. Simon presented a recommendation for the Board to approve the purchase of four replacement boiler heat exchangers, two to be purchased in fiscal year 2016-2017 in the amount of \$73,453.60 and two to be purchased in fiscal year 2017-2018 in the amount of \$73,453.60. Mr. Henderson made a motion to approve the purchase. Motion was seconded by Mrs. Temple and the motion passed unanimously.

Consideration of Adoption of Investment Policy

Dr. Simon recommended the Board adopt the investment policy as required by section 2256.005 of the Government Code. No changes to the policy are recommended except for personnel titles. Mr. Henderson made a motion to adopt the investment policy with changes to the personnel titles and was seconded by Dr. Kistler. The motion passed unanimously.

Consideration of Authorized Broker

Dr. Simon recommended to the Board that Royal Bank of Canada be adopted as the qualified broker authorized to engage in investment transactions with the College. Dr. Kistler made a motion to adopt the Royal Bank of Canada as the qualified broker and was seconded by Mrs. Temple. The motion passed unanimously.

REVIEW AND CONSENT

Financial Report, Monthly Investment Report, and Disbursements

Mr. Sullivan presented the Financial Report, Monthly Investment Report, and Disbursement Report to the Board for approval. After a review of the reports, a motion was made by Mr. Henderson and seconded by Mrs. Temple to accept the Financial Report, Monthly Investment Report, and Disbursement Report as presented. The motion was approved unanimously.

Personnel Recommendations

Dr. Casparis presented the following personnel recommendations for approval: part-time instructors: DeAnna Prunes, STSU Instructor, Ricky Powell, Diesel Tech Instructor, Rebecca Brown, Math Instructor, Whitney Lindsey, STSU Instructor; full-time employees: Christina Cole, HR Coordinator/International Student Specialist, Douglas Conn, Chief of Police, Lea Cope, Business Office Clerk; Dr. Casparis also presented for approval the resignation of Zachry Powell, IT Tech I, Jacob Scoggins, IT Tech II, Samantha Foreman, Administrative Assistant Crockett, and Catharine Teague Custodian. Mr. Henderson made the motion to accept the personnel recommendations as presented. Mrs. Temple seconded the motion. Motion carried unanimously.

INFORMATION REPORTS

Preliminary Report on Summer Enrollment

Dean Hudman reported that the preliminary enrollment for Summer I is 1479 which represents a 7% decrease. Dean Hudman reported that registration for Summer II appears to be ahead of where we were this time last year. He also reported that we are improving accessibility to registration for students.

COMMITTEE REPORTS

There were no committee reports presented, but Long Range Planning Committee will schedule a retreat sometime after July 5, 2017.

REMARKS BY COLLEGE PRESIDENT

Dr. Simon reported that Texas A&M will be on campus, Thursday, June 15, 2017 and invited the Board to Lunch that day.

He also reported that the SACSCOC Board will be meeting and he will let the Board know their decision as soon as he hears from them.

REMARKS BY BOARD MEMBERS

There were no remarks by Board members.

NEXT REGULAR MEETING OF THE BOARD

The next regular meeting of the Board will be Monday, August 14, 2017.

ADJOURNMENT

There being no further business Mr. Poland adjourned the meeting at 6:00 pm.

Minutes approved at this July 10, 2017 meeting.



Mr. Trey Henderson
Secretary
Board of Trustees
Angelina County
Junior College District



Mr. Robert Poland
President
Board of Trustees
Angelina County
Junior College District