

MINUTES  
REGULAR MEETING  
ANGELINA COLLEGE BOARD OF TRUSTEES  
November 13, 2017

The Angelina College Board of Trustees met in the Boardroom of Angelina College at 5:30pm. Officers present were Mr. Robert Poland, President, Dr. Sid Roberts, Vice President, and Mr. Trey Henderson, Secretary; Members present were Mr. Jay Shands, Mrs. Ellen Temple, Mr. Joe Deason and Mr. Tim Stacy.

College personnel attending the meeting were Dr. Michael Simon, President; Mr. Chris Sullivan, Vice President of Business Affairs; Dr. Gary Friery, Associate Dean of Technology Workforce; Mrs. Janice Huffman, Workforce Development Coordinator; Mr. Jeremy Sanches, Instructor Technology Workforce; Mrs. Diana Throckmorton, Interim Associate Dean Language Arts & Education; Mr. Doug Conn, Police Chief; Mrs. Nancy Reynolds, Communications Manager; Mr. Tim Ditoro, Dean of Community Services; and Mrs. Tracy Neal, Recording Secretary.

Visitors present were Ms. Pamela Stokes, reporter for *The Lufkin Daily News*, Mr. Kevin Mobley, Mr. Mike Bullock, and Mr. Jerry D. Cobb.

Mr. Poland called the meeting to order at 5:30pm and Mr. Henderson 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. Roberts made a motion to approve the minutes of the October 9, 2017 regular meeting, seconded by Mr. Shands and passed unanimously.

**ACTION ITEMS**

*Bids and Proposals*

*Contracted Security Services*

Advertisements were publically issued and vendors were provided bid requests for Contracted Security Services. Qualified quotes were received from three vendors. Dr. Simon recommended that the bid to awarded to Centurion Security. Motion made by Ms. Temple to accept the bid of Centurion Security. Motion seconded by Mr. Deason and carried unanimously.

*Rockwell Electromechanical Equipment*

Advertisements were publically issued for bid requests for electromechanical equipment. After a review by Dr. Gary Friery, Associate Dean of Technology and Workforce and Mr. Jeremy

Sanches, Instructor, Dr. Simon recommended that the Board accept the bid received from The Reynolds Company in the amount \$42,583.27. The Reynolds Company is the sole bidder whose submission met the specifications requested in the bid documents. Motion made by Ms. Temple to accept the bid from The Reynolds Company in the amount \$42,583.27 for purchase of electromechanical equipment. After some discussion, the motion was seconded by Mr. Stacy. Motion carried unanimously.

#### *Heavy Equipment Simulators*

Advertisements were publically issued and vendors were provided bid requests for heavy equipment simulators. The College requested quotes on a motor grader simulator, excavator simulator, and a bulldozer simulator. Qualified quotes were received three vendors. Dr. Simon recommended that the bid for motor grader simulator and excavator simulator be awarded to Doggett (John Deere) and for the bulldozer Simulator to TechLab in the amount of \$110,640.00. Motion made by Mr. Henderson to accept the bids as presented. Motion seconded by Ms. Shands and carried 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 three bids they received on lots held in trust for delinquent taxes. The first bid is from Aamir Choudhry in the amount of \$2,305.31, the second is from Rachel Felton in the amount of \$678.62 and a third from Bhavna Patel in the amount of \$7,920.00. A motion was made by Mr. Henderson to approve the sale of the properties held in trust by Linebarger Goggan Blair & Sampson and seconded by Ms. Temple. Motion carried.

#### *Consideration of Additional Board Policies*

Dr. Simon presented to the Board for approval revisions to Local Policy BFA to the Policies and Procedures Manual. The Trustees agreed to move this to next month's meeting due to it not being reviewed by the Policy Committee.

#### *Asbestos Removal from Math & Science Building and President's House*

Dr. Simon recommended that the Board approve to engage the services of ERI Consulting, Air Quality Associates and Texas Department of State Health Services for the abatement of asbestos in the Math and Science Building and the old President's House. The proposal was reviewed by Mr. Steve Capps, Director of Physical Plant. Motion made by Mr. Henderson to approve the proposal of ERI Consulting in conjunction with Air Quality Associates, Inc and Texas Department of State Health Services in the amount of \$53, 403. Motion seconded by Mr. Stacy and carried unanimously.

### **REVIEW AND CONSENT**

#### *Financial Report, Monthly Investment Report and Disbursements*

Mr. Sullivan presented the Financial Report and Monthly Investment Report for September to the Board for approval. After a review of the reports, a motion was made by Mr. Stacy and

seconded by Mr. Henderson to accept the Financial Report and Monthly Investment Report for September. The motion was approved unanimously.

#### *Personnel Recommendations*

Dr. Simon presented the following personnel recommendations for approval: full time employees Darin Murphy, Assistant Controller; Phylcia Spikes, Business Office Cashier; part-time employees Amanda Bailey, Mail Clerk; Charles Bennett, Game Announcer; Veronica Minatrea, Zumba Instructor; David McMullen, Security; Tiffany Rhodes, concession; resignations/retirements/terminations Rikki Braun, adult education; Brenda Vallejo, administrative assistant fine arts. Mr. Henderson made the motion to accept the personnel recommendations as presented. Dr. Deason seconded the motion. Motion carried unanimously.

### **EXECUTIVE SESSION**

At 5:45 p.m., Mr. Poland announced the beginning of the Executive Closed Session, provided by Section 551.074 of the Government Code in accordance with the Texas Open Meetings Act. All visitors and guests were excused from the Boardroom.

At 6:00 p.m., Mr. Poland announced the end of the Executive Closed Session and invited the visitors and guests to return to the Boardroom. Mr. Poland announced that no action was taken in the Executive Session.

### **INFORMATION**

#### *Annual Community Services Report*

Mr. Ditoro presented the annual report for 2016-2017 on the non-credit activities and classes. Mr. Ditoro reported that the trucking driving school was going very well. There have been 16 enrolled since the Spring of 2017. There were 11 new cultural and personal interest courses began in 2016-2017. Angelina College also hosted the first Nonprofit Leadership Conference in October. This was held in conjunction with Angelina County United Way, TLL Temple Foundation, One Star Foundation and AT&T. Four faculty members from the Bush School of Public Service at Texas A&M were featured. There was a small decrease in headcount from the previous year. The decrease in headcount is mostly related to the fact that the grant from TWC to fund consumer/homemaking education classes was not received. These classes have been moved to the credit side of our course offerings. The Small Business Development Center (SBDC) created 162.5 new jobs with the acquisition of \$4,746,750 in capital for clients to start 20 new businesses. The Angelina College Procurement Assistance Center (ACPAC) provided information and consulting services assisting 111 businesses and industries with prime contract awards of \$6,103,863.00 which resulted in creating or maintaining 155 jobs for East Texas residents.

The Board thanked Mr. Ditoro for his report and hard work for Angelina College.

#### *Final Report on Fall Enrollment 2017*

Dr. Simon reported that numbers at our off campus centers continues to decrease while our

internet, hybrid and concurrent students continue to increase.

**REMARKS BY COLLEGE PRESIDENT**

**REMARKS BY BOARD MEMBERS**

There were no additional remarks by the Trustees.

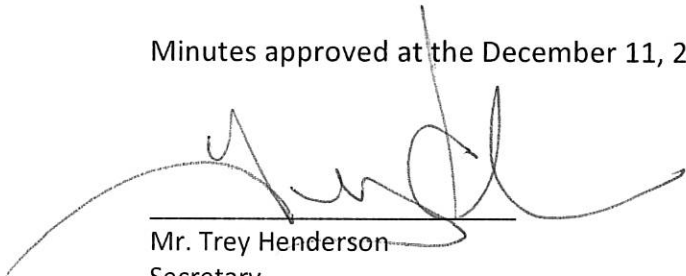
**NEXT REGULAR MEETING OF THE BOARD**

The next regular meeting of the Board will be Monday, December 11, 2017.

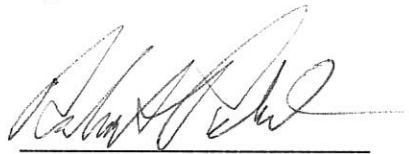
**ADJOURNMENT**

There being no further business Mr. Poland adjourned the meeting at 6:15 p.m.

Minutes approved at the December 11, 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