



NAVARRO COLLEGE BOARD OF TRUSTEES

July 27, 2023
Meeting Minutes

On Thursday, July 27, 2023, the Navarro College Board of Trustees gathered in the Bulldog Board Room located on the Corsicana Campus to conduct their regular monthly meeting. Trustees in attendance included: Vice Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Loran Seely and Trustee Kim C. Wyatt.

(Chairman Phil Judson was absent) – Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Dr. Richey Cutrer	Executive Director Navarro College Foundation
Dr. Richard Phillips	Dean of Academics and Safety Planning
Dr. Tara Peters	Exec. Director of Workforce, Career & Technical Education
Mr. Michael Landers	Exec. Director of Student Services & Athletics
Ms. Susan Womack	Director of Institutional Research
Mr. Barry Sullivan	Director, Information Technology
Mr. Guy Featherston	Executive Dean, Waxahachie Campus, and Health Professions
Ms. Jeanette Underwood	Dean, Midlothian Campus, and Dual Credit
Ms. Christina Mims	Asst. Dean of Mexia Campus
Mr. David Wells	Dean of Workforce, Career & Technical Education
Ms. Karen Simons	Executive Assistant to the District President
Mr. Hank Bailey	Chief of Police, Navarro College
Mr. Chris Woolsey	Corsicana City Council

Other staff and guests were also present.

Call to Order

Following dinner, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Vice-Chairman Todd McGraw called the meeting to order at 7:00 p.m. and Trustee Aldama said a prayer before the meeting began.

Board Announcements

No announcements were made.

Open Forum Time

Mr. Chris Woosley with Corsicana City Council requested to speak to the Board. Mr. Woosley spoke regarding property tax rates which are concerning; presented CAFR data and property tax rate showing property tax levy percent over the past 10 years and how it has increased, then asked Navarro College Board to consider setting the property tax rate to zero. Mr. Woosley stated that in general Navarro College has done a good job of reducing its debt.

Consent Calendar

- Minutes – June 22, 2023 Board of Trustees Meeting
- Navarro College Engagement Letter FY23 Audit
- Reaffirmation of Inter-local Agreements with Current Purchasing Cooperatives

*Trustee Boyd made a motion to approve the Consent Calendar and was seconded by Trustee Atkeisson.
All in favor / none opposed.*

Update on Enrollment

Dr. Fegan presented the enrollment update in Vice President Sina Ruiz absence. Summer II 2023 enrollment semester credit hours were down by 146 or 1.74%, Fall 2023 down by 1,097 hours or 2.8% compared to this time last year.

Summary of the pre-registration traffic enrollment as of July 26, 2023 compared to the same time last year:

- Summer II down in semester credit hours by 146 or 1.74%, enrollment up by 23 or 1.38%, and contact hours up by 522 or 0.27%. Enrollment and Contact Hours were up due to football program starting early.
- Fall 2023 down in semester credit hours by 1,097 or 2.8%, down 160 or 3.61% in enrollment and down 23,436 or 2.75% in contact hours

Consider Action on June 2023 Financial Statement

Vice President Teresa Thomas presented June 2023 Financial Statement for approval.

- Budget amendments for June 2023 totaled \$657,681 of which \$649,895 were moved from fund balance to repair the parking lots in Corsicana and Waxahachie, \$3,202 was to increase the budget for the NC Foundation award to Biology for Teaching Innovation Award; and \$4,584 was moved from lost revenue for seating at the Beautique
- Source of funds as of June 2023 the college has received 84.3% of the Academic student income, 102.3% of Continuing Education student income, 111.6% of local appropriations, and 72.4% of total general operating and grant budgets.
- Year to date expenses for the education and general fund are lower than June 2022 by \$5,235,445. State, Federal, and Local grants were \$11,391,349 lower than June 2022 due to HEERF funds being almost completed. Other expenditures increased in total from the same time last year by \$6,155,904. Fund balance appropriations of \$5,125,989 and lost revenue appropriations of \$2,493,129 account for increases in expenditures during 2023. These include \$100,000 to TASB, \$81,560 for CEI, \$469,191 to Oracle, \$2,310,203 for Turf, \$1,219,490 taken from fund balance for IT budget, \$182,000 for police cars, \$649,895 for parking lots, \$45,000 for storage containers, \$68,650 for iron fence for turf field, and \$2,493,129 of lost revenue for equipment and various construction projects.
- The comparative summary for sources and disbursements as of June 2023 are Educational & General Revenue before HEERF federal dollars higher by \$1,527,967 from the same time in June 2022. Educational and General resource allocations before HEERF federal grants increased by \$6,769,261 and the auxiliary net income decreased \$2,910,077 from this same time in June 2022. In the General operating fund, \$626,877 of the increase was for our appropriations to the debt service fund to pay for bonds in November 2022 and appropriation was made for the entire year in November. Also, payroll increases and projects using lost revenue and fund balance in both general operating and auxiliary funds also are reasons for the increases in expenses and decreases in net income from 2022 to 2023.
- Comparison of the year-to-date revenue budget (amended budget) for June 2023 to the actual month to date revenue for June 2023 shows we still have \$14,735,533 of revenue to collect, however, over \$6 million is in the budget for appropriations from fund balance and lost revenue and that is not in actual dollars because they were collected in previous years. Contingencies total \$505,773 of additional tax revenue and \$198,431 of salary contingencies.

Trustee Aldama asked about how long the HEERF funds will be shown on financials.

Dr. Fegan explained that the HEERF funds will be shown on the financials until at least March of 2024.

*Trustee Seely made a motion to approve the June 2023 Financial Statement and was seconded by Trustee Wyatt.
All in favor / none opposed.*

Update on Personnel Actions

Dr. Fegan presented update on personnel during the period from June 23, 2023 to July 27, 2023 in Vice President Marcy Ballew absence.

- Dr. David Wells – Dean of Workforce, Career & Technical Education
- Alberto Espinosa – Campus Police Officer – Waxahachie
- Kelly Puckett – Auxiliary Specialist – Waxahachie
- Brandon Bates – Campus Police Officer – Waxahachie
- Floyd Dickson – Carl Perkins CTE Success Center Advisor
- Jaida Williams – Beautique & Books Shift Leader

The following exits were announced during the period from June 23, 2023, to July 27, 2023:

Resignations:

- Dennis Seifert – Police Officer (6/30/2023)
- Keyasha Donaldson – Area Housing Coordinator (6/30/2023)
- Russell Perry – Police Officer (7/4/2023)

Terminations:

- Caleb Steveson – Application Support Specialist (7/11/2023)

Retirements:

- Deborah Talley – Dining Services Associate (6/20/2023)

There were no non-renewals, or transfers during the period from June 23, 2023, to July 27, 2023:

President's Report

Dr. Fegan presented Board Calendar of Events in August including LVN Commencement on August 11th, AEL Celebration on August 12th, Board of Trustees HB 8 Workshop on August 15th, Board of Trustees Monthly Meeting on August 17th, and a tax rate meeting to be scheduled the week of September 10th. Also, Dr. Fegan mentioned Navarro College has and should recognize and celebrate the achievements of students that complete a degree, certificate, or award.

Announcement and Adjournment

Vice-Chairman McGraw announced the next Board of Trustees Meeting will be held on August 17 at 7 p.m. in the Bulldog Board Room. Vice-Chairman McGraw asked for motion to adjourn meeting.

Trustee Aldama made a motion to adjourn the meeting and was seconded by Trustee Atkeisson at 7:33 p.m.

Respectfully submitted,



Richard L. Aldama, Secretary-Treasurer
Navarro College Board of Trustees