

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Board Room
Third Floor, Administration Building
Blinn College, 802 Green Street
Brenham, Texas**

Special Workshop Meeting, Wednesday, July 29, 2015, 7:30 a.m.

The Board of Trustees convened at 7:31 a.m. in the Board Room with the following members present: Mr. David Sommer, President, presiding; Mr. Douglas Borchardt, Vice President; Mr. Atwood Kenjura, Secretary; Mrs. Stacey Aschenbeck; Mrs. Theodora "Teddy" V. Boehm; Mr. Charles Moser and Mr. Richard Powell.

Board members not present: None

Members of the College staff in attendance were: Dr. Mary Hensley, District President/CEO; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Senior Vice President, Student Services; Mrs. Cathy Boeker, Associate Vice President, Government & Public Affairs; Mr. Joe Baumann; Mr. Mark Bernier; Mr. Richard Bray; Ms. Karen Buck; Ms. Annette Ferguson; Mr. Ted Hajovsky; Ms. Tiffany Jenkins; Ms. Marie Kirby; Ms. Andi Liner; Mr. Richard O'Malley; Ms. Sara Pohl, Mr. Todd Quinlan; Mr. Ross Schroeder; Mr. Michael Welch and Ms. Christine Wied;

Also registered as in attendance were: Mr. Patrick Crank, Brenham Banner-Press; Mr. Bill Oliver, WTAW and Ms. Mary-Janet Reyes, KWHI.

ITEM 1. CALL MEETING TO ORDER

The meeting was called to order by Mr. Sommer.

**ITEM 2. REVIEW AND DISCUSSION OF THE PROPOSED BUDGET FOR THE
2015-2016 FISCAL YEAR**

Mr. Sommer reviewed the format of the meeting and thanked the Administration and staff for all of the hard work in preparing the budget.

Kelli Shomaker reviewed the process utilized to arrive at the proposed budget (a copy of the proposed budget is attached and made a part of these *Minutes*). She reviewed the FY16 anticipated revenues which is an increase of \$13M. She then reviewed the process utilized to arrive at potential expenses for FY16, which are currently \$3M. At this time \$9.9M is unallocated. Ms. Shomaker reviewed how the Administration recommends the unallocated money be spent (a copy of the presentation is attached and made a part of these *Minutes*).

Debt service on \$50M new debt for the Bryan Campus development	\$1,750,000
Banner, General Ledger (G/L), HR and other Banner related system updates	\$1,764,836
Staff/Faculty salary increase of 3%	\$1,162,066
Facility infrastructure reserve \$1M added to existing Repair & Renovation (R&R)	
New technology requests	\$ 500,000
New personnel requests	\$1,000,000
New operational requests	\$ 400,000
Contingency	<u>\$3,349,695</u>
Total	\$9,926,597

Ms. Shomaker responded to questions from the Board.

- Discussions took place regarding the debt service. Richard O'Malley, Executive Director, Facilities, Planning and Construction, discussed the master planning process for the new campus in Bryan.
- Discussions took place regarding Banner, G/L, HR and other system purchases.
 - Maintenance cost and services provided by Banner were discussed by Ms. Christine Wied, Director Administrative Computing Services. She discussed the benefits of moving toward being a complete Banner school. Banner will provide the ability to report financial information by campus.
- Ms. Marie Kirby, Director of Human Resources, responded to questions from the Board regarding the proposed faculty/staff increase of 3%. Questions were asked regarding budget vs. actual staff salaries.
- Ms. Shomaker pointed out that the budget information is based on fall 2014 enrollment numbers.
- Ms. Karen Buck, Assistant Vice President for Instruction, discussed when an increase in faculty members would be necessary.
- Discussion took place regarding salaries for part-time and full-time faculty. Currently Blinn ranks 9th in part-time faculty salaries among Texas Community Colleges.
- Ms. Kirby discussed the staff salary study and the impact of a possible 3% increase.
- There was discussion about an additional facility infrastructure reserve request. Ms. Shomaker responded to questions regarding the Kruse Rec. Center project. The timeline, donation and costs were discussed. The status of parking lots were also discussed.
- A new technology request was discussed. Mr. Sommer asked how much of the requested expense directly benefit students. Mr. Michael Welch, Dean, Academic Technology Services, said that much of the money will go to support/upgrade student systems such as password manager, student portal, distance ed and recruiting system.
- Discussed new personnel requests. Dr. Hensley is in the process of assessing the organizational needs and would like the opportunity to review the current utilization of staff positions and make determination in the coming months.
- Ms. Shomaker discussed operational and contingency requests. The contingency proposed for FY16 is larger than prior years. Dr. Hensley discussed her reasoning for wanting to increase contingency.
- Discussed a potential decrease in enrollment for the fall 2015 and possible impact.
- Mr. Borchardt gave the Administration a list of questions he had regarding various items in the budget (a copy of the list of questions is attached and made a part of these *Minutes*).

- Ms. Shomaker responded to questions from the Board regarding food services.
- Next workshop will be August 4, 2015, at 5:30 p.m.

RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for closed session at 9:07 a.m.

CLOSED SESSION:

ITEM 3. CLOSED SESSION:

(A) REAL PROPERTY (GOV'T. CODE, SEC. 551.072)

- i. DISCUSS AND CONSIDER NEGOTIATING, FINALIZING AND EXECUTING A SALES CONTRACT FOR A SMALL TRACT OF LAND IN THE HURTS BLOCK 4, LOT 7 SUBDIVISION, 504 HIGH STREET, BRENHAM, TEXAS**

ITEM 4. POSSIBLE ACTION ON CLOSED SESSION ITEMS:

(A) DISCUSSION AND POSSIBLE ACTION ON ANY ITEMS DISCUSSED IN CLOSED SESSION


On a motion by Mr. Moser, seconded by Mr. Powell, the Board voted to negotiate on real estate item discussed in Closed Session. Mr. Kenjura was not present for the vote.

RECONVENE PUBLIC SESSION

The public session was reconvened at 9:42 a.m.

ITEM 5. ADJOURNMENT

On a motion by Mrs. Aschenbeck, seconded by Mr. Powell, the Board meeting was adjourned at 9:43 a.m.



 Mr. David Sommer, Presiding
 President



 Mr. Atwood Kenjura
 Secretary