

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

**Regular Meeting, Tuesday, July 10, 2007**

The Board of Trustees convened at 7 p.m. in the Board Room with the following members present: Mr. Steve M. Westbrook, President, presiding; Mr. Norwood Lange, Secretary; Dr. Henry J. Boehm, Jr., Mr. Don Jones, Mr. L.J. Lacina, Jr. and Mr. Leon Toubin.

Board members not present: Mr. Atwood C. Kenjura.

Members of the college staff in attendance were: Dr. Donald E. Voelter, President; Mr. John D. Barkman, Dr. John D. Harris, Dr. Daniel J. Holt, and Dr. Debra R. LaCour, vice presidents; Mr. Scott Baehren, Ms. Cathy Boeker, Mr. Tex Davis, Mr. Brad Franchione, Mr. Ted Hajovsky, Mr. James Harvill, Mr. Dennis Kocich, Ms. Margie Kovar, Ms. Barbara Moore, Mr. Gus Mutscher, Mr. Brad Nies, Mr. David Rehr, Mr. Vic Reid, Mr. Darrell Reimer, Mr. Scott Smith, Mr. Daniel Villanueva, Ms. Theresa Wahrmund, and Ms. Ann Weir.

Also registered as in attendance were: Ms. Lois Kolkhorst, State Representative, Texas House of Representatives; Mr. Joel Mitchell, P.E., Mitchell and Morgan, LLP; Ms. Linda Huff, P.E., Director of Public Works, City of Bryan; Mr. Charles Thielemann, Mr. Duane Olney, Ms. Pat Olney, Mr. Joseph R. Nelson, Jr., Mr. Frank Wagner, KTTX-KWHI; and Mr. Gary Engel, *Brenham Banner-Press*.

**ITEM 1. CALL MEETING TO ORDER, INVOCATION AND PLEDGE TO THE AMERICAN AND TEXAS FLAGS**

The meeting was called to order by Mr. Westbrook. The pledges were led by Mr. Westbrook and the prayer was led by Mr. Toubin.

**ITEM 2. PUBLIC COMMENT**

Mr. Charles Thielemann commented and asked questions relative to his open records request to the college seeking information about a contract with and settlement of any payments due to American Campus Communities.

State Representative Ms. Lois Kolkhorst presented a resolution from the Texas House of Representatives in honor of Blinn College Head Football Coach Brad Franchione commending him, his assistant coaches and his staff and the Buccaneer Football team on their successes in the past year.

Ms. Kolkhorst commented on her disappointment in the Governor's veto of one-half of the state community colleges' employee health insurance benefits which cost Blinn College over \$3,000,000. She indicated that key members of the House and Senate are trying to find a way to restore the funds.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING JUNE 30, 2007**

Dr. Holt reviewed the financial statement and list of checks for the period ending June 30, 2007 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*). He then answered questions from the Board.

**ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE JUNE 12 AND 18, 2007, MEETINGS**

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve the *Minutes* of the June 12 and 18, 2007, meetings.

**ITEM 5. REVIEW AND ACTION TO AWARD BIDS FOR:**

- (A) PAINTING OF INTERIOR OF FOUR RESIDENCE HALLS
- (B) CATASTROPHIC MEDICAL INSURANCE OF STUDENT ATHLETES

Dr. Holt reviewed the bid tabulations and gave the recommendations of the administration for painting of residence halls and for catastrophic medical insurance for student athletes. He recommended that the low bidder, Maddox Painting of Hearne, Texas, be awarded the bid for painting the interior of four residence halls on the Brenham campus at a total cost of \$30,097.17. On a motion by Mr. Toubin, seconded by Mr. Lange, the Board voted to approve the bid of Maddox Painting. He recommended that Bene-Marc, Inc., of Fort Worth, be awarded the bid for catastrophic injury insurance for athletes at a total cost of \$17,917 for a one-year term. On a motion by Mr. Lacina, seconded by Mr. Toubin, the Board voted to approve the bid of Bene-Marc, Inc. (copies of the two bid tabulations are attached and made a part of these *Minutes*).

**ITEM 6. REVIEW AND ACTION TO APPROVE THE PURCHASE OF LAB EQUIPMENT FOR THE RADIOLOGIC TECHNOLOGY PROGRAM UTILIZING FUNDS FROM THE BLINN COLLEGE FOUNDATION AND CURRENT BUDGET YEAR INSTITUTIONAL FUNDS**

Dr. Holt reviewed the bid tabulation for the purchase of x-ray equipment for the radiologic technology program on the Bryan campus (a copy of the bid tabulation is attached and made a part of these *Minutes*). He recommended that the low bidder, Medical Digital Imaging of Texas, be awarded the bid, accepting the option for the inclusion of cassettes, at a total cost of \$59,990.00. On a motion by Mr. Lange, seconded by Dr. Boehm, the Board voted to approve awarding the bid to Medical Digital Imaging of Texas as recommended. A copy of the bid tabulation is attached and made a part of these *Minutes*.

**ITEM 7. REVIEW AND ACTION TO APPROVE A DEVELOPMENT AGREEMENT WITH THE CITY OF BRYAN, TEXAS, FOR THE CONSTRUCTION OF A REGIONAL STORMWATER DETENTION POND ON THE BRYAN CAMPUS OF BLINN COLLEGE**

Dr. Voelter reviewed the history of the development of the detention ponds on the Bryan campus, followed by additional comments by Ms. Linda Huff, Director of Public Works for the City of Bryan, and Mr. Joel Mitchell, of Mitchell and Morgan LLP, consulting engineers for the City of Bryan. Ms. Huff commented on the reasons an off line detention pond was needed. She reviewed the benefits for Blinn College including giving the fill dirt (density controlled in layers) to the college and the availability of the completed pond area for use as an athletic field during dry periods. She indicated the oil well on the Blinn College property has been plugged and cannot be reopened due to changes in the zoning regulations for the property. Under the agreement, the college would provide mowing of the pond and the city would provide any needed structural repairs.

Ms. Huff also answered questions from the Board on design cost which she indicated was a city expense. She stated that the pond would relieve Blinn College of any future need to build additional detention ponds when it engages in additional construction on the Bryan campus. She also indicated the city would place the excess dirt wherever the college wants it on its property. Ms. Huff answered questions from Mr. Toubin on the justification for the college being responsible for the maintenance of the old ponds.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the development agreement subject to finalization of wording acceptable to the administration and Board members Mr. Jones and Mr. Toubin. A copy of the draft agreement is attached and made a part of these *Minutes*.

**ITEM 8. REVIEW AND ACTION TO ADOPT A RESOLUTION DECLARING THE BOARD HAS REVIEWED THE BOARD'S INVESTMENT POLICIES AND INVESTMENT STRATEGIES AND REAFFIRMED EACH AS PROVIDED IN BOARD POLICIES *CAK LEGAL AND LOCAL, APPROPRIATIONS AND REVENUE SOURCES: INVESTMENTS: INVESTMENT STRATEGIES***

Dr. Holt reviewed the state's requirement outlined in Board Policy *CAK Legal and Local* for the Board to review and approve the college's investment policies and strategies on not less than an annual basis. He noted that copies of the policies had been sent to the Board for review in advance of the meeting.

On a motion by Mr. Lange, seconded by Mr. Lacina, the Board voted to reaffirm the current investment policies and strategies as outlined in Board Policy *CAK Legal and Local* and to adopt a resolution to that effect (a copy of the resolution is attached and made a part of these *Minutes*).

A question was raised as to the reason bonds issued, assumed, or guaranteed by the State of Israel were included in the list of approved investments in state law as outlined in policy *CAK Legal* when the bonds of other countries were not so designated. The administration was asked to review this matter.

Dr. Holt suggested that Board members Mr. Jones and Mr. Toubin, the college's two designated investment officers, Dr. Voelter and Dr. Holt, and Business Office staff members Mr. Tom Brazzel and Mr. Joe Picone serve on the investment committee.

Mr. Westbrook then appointed Board members Mr. Jones and Mr. Toubin, and college staff members Dr. Voelter, Dr. Holt, Mr. Brazzel and Mr. Picone to serve on the committee. Dr. Boehm asked that he also serve on the committee.

**ITEM 9. REVIEW AND ACTION TO ADOPT REVISIONS TO *BOARD POLICY BD (LOCAL), BOARD MEETINGS*, TO CLARIFY THE PROCESS FOR PREPARATION OF THE AGENDA AND TO CHANGE THE DATE FOR THE REGULAR MONTHLY MEETING OF THE BOARD FROM THE SECOND TO THE THIRD TUESDAY OF EACH MONTH**

Mr. Barkman reviewed proposed revisions to Board Policy *BD (Local)* as requested by the Board in order to clarify the process for inclusion of items on the Board agenda. He noted that the location of the meeting place had been added to the policy and the standard date for Board meetings had been changed from the 2<sup>nd</sup> to the 3<sup>rd</sup> Tuesday of the month effective with the September 2007 meeting. He then reviewed proposed revisions to clarify the approval process for Board members to have items placed on the agenda. Dr. Boehm offered a motion to approve the proposed revisions to the policy with the addition of a provision to provide that two Board members must request an agenda item in order for it to be placed on the agenda. His motion was seconded by Mr. Jones. On a motion by Mr. Lange, seconded by Mr. Toubin, the Board voted to table Dr. Boehm's motion.

**ITEM 10. PRESENTATION TO UPDATE POSSIBLE CHANGES IN THE 2007-2008 PROPOSED BUDGET FOLLOWED BY REVIEW AND ACTION TO:**

- (A) **AUTHORIZE ADDITIONAL FACULTY AND STAFF POSITIONS FOR THE 2007-2008 SCHOOL YEAR; AND**
- (B) **SET SALARY SCHEDULES FOR THE 2007-2008 SCHOOL YEAR**

Dr. Holt reviewed possible pay increases for the faculty and staff of 3 or 4 percent, options for budget reductions to help the increases and answered questions from the Board (copies of the materials reviewed are attached and made a part of these *Minutes*). Mr. Jones commented on his desire to put \$500,000 per year into a fund for future construction. Dr. Holt indicated that such a fund could be funded at the \$500,000 level from the college's end of the year fund balances.

Mr. Toubin stated he did not want the Hallstein funds to be used for non-scholarship purposes. He also noted that he had asked that consideration of the use of scholarship funds to target academically superior students be placed on the agenda and requested again that it be included on the next agenda.

Dr. Voelter reviewed the college's salaries compared to other community colleges and the local area workforce and the belief of the administration that increases are essential to recruit and retain good faculty and staff.

On a motion by Dr. Boehm seconded by Mr. Lange, the Board voted to approve a three percent increase for the faculty and staff (plus any standard experience increment due to faculty) for the 2007-08 school year.

On a motion by Mr. Toubin, seconded by Mr. Lange, the Board voted to approve additional faculty positions for the 2007-08 school year as recommended by the administration and to provide the new faculty with the same three percent increase over the current base salaries as granted to current faculty. A list of the newly approved positions is attached and made a part of these *Minutes*.

On a motion by Mr. Lacina, seconded by Mr. Lange, the Board voted to implement Budget Reduction Option A-1 in the amount of \$291,000 from faculty, staff, and student travel in order to help fund the salary increases.

On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to authorize additional staff as recommended (a copy of the list is attached and made a part of these *Minutes*).

**ITEM 11. REVIEW AND ACTION TO SET DATES, TIMES AND PLACES FOR:**

- (A) **HEARING ON THE BUDGET FOR THE 2007-2008 SCHOOL YEAR**
- (B) **ADOPTION OF THE BUDGET FOR THE 2007-2008 SCHOOL YEAR**
- (C) **HEARINGS ON TAX RATE FOR 2007**
- (D) **SETTING OF THE TAX RATE FOR 2007**

Mr. Barkman reviewed a calendar of possible dates for the Board to conduct public hearings on the proposed budget for 2007-08 and to set the tax rate. He also reviewed an overview of legal requirements from the *Texas Property Tax Code* for setting the tax rate. Copies of the documents reviewed are attached and made a part of these *Minutes*.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to set August 14, 2007, as the date for a public hearing on the proposed 2007-08 college budget and to consider adoption of the budget for the 2007-08 school year.

**ITEM 12. ADMINISTRATIVE ANNOUNCEMENTS**

Dr. Voelter reported on the following:

- a. A gift of \$65,200 from the Estate of Ms. Gladys Krause, was left to the college to be used for scholarships.
- b. The Sealy Advisory Committee is scheduled to meet on Thursday, July 12, at 11:30 a.m. on the Sealy campus.

**ITEM 13. REPORTS:**

- ENROLLMENT AND HOUSING REPORT FOR SUMMER II, 2007
- ENROLLMENT AND HOUSING REPORT FOR FALL, 2007

Dr. Harris reviewed preliminary enrollment and housing occupancy numbers for the summer II and the fall semesters. A copy of his report is attached and made a part of these *Minutes*.

The Board recessed at 9:25 until 9:32 p.m. for a break.

**ITEM 14. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)**

The public session was recessed at 9:32 p.m.

**ITEM 15. CLOSED SESSION**

- (A) EVALUATION AND EMPLOYMENT OF PERSONNEL (*GOV'T. CODE, SEC. 551.074*)
- (B) DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY IN BRENHAM, BRYAN AND SCHULENBURG (*GOV'T. CODE, SEC. 551.072*)
- (C) CONSULTATION WITH ATTORNEY RELATIVE TO PENDING OR CONTEMPLATED LITIGATION (*GOV'T. CODE, SEC. 551.071*)
- (D) HEAR EMPLOYEE GRIEVANCE APPEAL (*GOV'T. CODE, SEC. 551.074*)  
(a)(1)(2))

**ITEM 16. RECONVENE PUBLIC SESSION**

The public session was reconvened at 10:44 p.m.

**ITEM 17. ACTION ON CLOSED SESSION ITEMS**

- (A) REVIEW AND ACTION ON FACULTY AND PROFESSIONAL STAFF CONTRACTS
- (B) REVIEW AND ACTION TO PURCHASE, EXCHANGE OR LEASE REAL PROPERTY IN BRENHAM, BRYAN AND SCHULENBURG

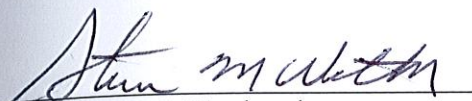
On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to accept the resignations of Ms. Carolyn Reese, Vocational Nursing Instructor, Bryan campus, effective August 15, 2007; Mr. Mike Nesbitt, Assistant Football Coach, Brenham campus, effective June 29, 2007; Ms. Colleen Biles, Biology Instructor, Brenham campus, effective August 31, 2007; and Mr. Daren Zentz, Science Lab Coordinator, Brenham campus, effective August 31, 2007.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to employ faculty for Summer Session I.

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to employ new faculty and professional staff on one-year contracts for the remainder of the current school year and for the 2007-2008 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

**ITEM 18. ADJOURNMENT**

On a motion by Dr. Boehm, seconded by Mr. Lange, the meeting was adjourned at 11:08 p.m.



Mr. Steve M. Westbrook  
President



Mr. Norwood Lange  
Secretary

CONTRACTORS  
Maddox Painting  
Hearne, Texas  
KW Construction  
Brenham, Texas

The Administration  
the following:

- 1. Total
- 2. Total