

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, August 19, 2008, 7 p.m.

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

Board members not present: None.

Members of the college staff in attendance were: Dr. Daniel J. Holt, President; Dr. John D. Harris, Dr. Debra R. LaCour, Dr. Van Miller and Dr. Barbara L. Pearson, Vice Presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Donald E. Voelter, Chancellor; Ms. Karen Anglin, Ms. Mary Barnes-Tilley, Ms. Linda Bow, Mr. Jeff Cermin, Mr. Tex Davis, Mr. Claude Free, Mr. Bob Haberman, Mr. Bobby Henrichsen, Ms. Kris Janes, Mr. Charlie Kelm, Ms. Barbara Moore, Mr. Richard O'Malley, Ms. Gena Parsons, Dr. Milton Radke, Mr. David Rehr, Mr. Darrell Reimer, Dr. Don Stewart, Ms. Jeri Thornton-Dulaney, Mr. Daniel Villanueva, Dr. Barry Wagner and Mr. Michael Welch.

Also registered as in attendance were: Mr. Douglas Borchardt, Brenham National Bank; Mr. Willy Dilworth, Washington County Appraisal District; Mr. Brian Gonyer, Mr. C.H. Harvey, Mr. Luther Hueske, Mr. Waldo Moeller, Mr. David Moore, Mr. Alan Nieschwietz, *Brenham Banner-Press*; and Mr. Frank Wagner, KTTX-KWHI.

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

The meeting was called to order by Mr. Kenjura. The pledge was led by Mr. Westbrook and the prayer was given by Mr. Kenjura.

ITEM 2. PUBLIC COMMENT

Ms. Barbara Moore thanked the Board, Dr. Voelter, Dr. LaCour and the administration for their support as she retires. Mr. Kenjura thanked Ms. Moore for her service and dedication to the college. Dr. Holt announced a retirement reception for Ms. Moore on September 17, 2008 at 9:30 a.m.

Dr. Holt introduced new administrators: Dr. Van Miller, Vice President of Business Services; Dr. Don Stewart, Dean of Academic Affairs; Ms. Jeri Thornton-Dulaney, Sealy Campus Director; and Dr. Barry Wagner, Dean of Distance Education.

Mr. C.H. Harvey, TFE Company, announced a recent award received by TFE and thanked Blinn for its Workforce training and support. He asked that Blinn consider working with the Brenham School District on a program designed to expose High School students to the engineering field.

A plaque was presented by Mr. Kenjura to Mr. Steve Westbrook for serving as the Blinn College Board of Trustees Chairman from June 2004 until May 2008.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING July 31, 2008

Dr. Holt reviewed the financial statement and list of checks for the period ending July 31, 2008 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*).

CONSENT AGENDA ITEMS:

ITEM 4. Review and Action to Approve Minutes for the July 15, 2008, Meeting

ITEM 5. Review and Action to Award Requests for Proposal (RFP) for:

(A) #068 Data Management Software to be Used in the Office of Institutional Research and Effectiveness

(B) #070 Bus Travel for Fall 2008 Semester on the Brenham Campus

ITEM 6. Review and Action to Award Bid #595 Bank Depository Bid for a Term of Three Years, Beginning September 1, 2008 and Ending August 31, 2011

ITEM 7. Review and Action to Authorize the Administration to Seek Requests for Proposals (RFP) for Property and Liability Insurance Utilizing the Services of a Consultant

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to approve **CONSENT AGENDA ITEMS 4, 5(B) and 6** as presented by the Administration. Item 5(B), RFP #070, for bus travel during the spring semester on the Brenham campus was awarded to Central Texas Bus of Waco, Texas, in the amount of \$39,087.00 and item 6, Bid #595, for a depository bank was awarded to Brenham National Bank for a three year contract. The Administration requested that item 5(A) and item 7 be removed from consideration at this time.

PUBLIC HEARING ON BUDGET:

ITEM 8. Public Hearing on the Proposed Budget for the 2008-09 School Year

Mr. Kenjura opened the public hearing at 7:35 p.m. and called for public comment.

There was no public comment presented.

The public hearing was closed at 7:36 p.m.

OTHER ACTION ITEMS:

ITEM 9. Review and Action to Adopt Budget for the 2008-09 School Year

Dr. Holt briefly reviewed the proposed budget for the 2008-09 school year. On a motion by Mr. Lange, seconded by Dr. Boehm, the Board voted to adopt the budget as presented (a copy is attached and made a part of these *Minutes*).

ITEM 10. Review and Action to:

(A) Set Tax Rate for 2008, Or

(B) Confirm Dates and Set Times for Public Hearings and Adoption of the Tax Rate for 2008

Ms. Boeker reviewed the tax rate options as published in the *Brenham Banner-Press*. Following discussion of the economy, a tight budget and the new Technology Center, the Board on a motion by Mr. Jones, seconded by Dr. Boehm, on a record vote, adopted a resolution stating its intent to set the 2008 tax rate at \$0.0532 at the next regular meeting to be held on September 16, 2008. All Board members, except for Mr. Kenjura who did not vote and Mr. Westbrook who opposed, voted in favor of the resolution. A copy of the resolution is attached and made a part of these *Minutes*. It was agreed to set September 2 at 7:00 p.m. and September 9, 2008 at 12:00 p.m., as the dates and times for the public hearings.

ITEM 11. Review and Action to Award Requests for Proposal (RFP) for #069 Emergency Notification System for all Blinn College Campuses

Dr. Harris and Mr. Welch reviewed the need for and the operations of the recommended Emergency Notification System. There could be a turnaround implementation period of seven to twelve days. Chief Free reviewed the advantages of the 3n System. He also answered questions from the Board. Mr. Toubin thanked the committee for their work and thorough review of the companies.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to award RFP #069 for Emergency Notification System for all Blinn College Campuses to 3n National Notification Network of Glendale, California with an estimated first year cost of \$38,680.00 and a second year estimated cost of \$31,360.00.

ITEM 12. Review and Action to Award a Construction Manager At Risk (CMAR) Contract to Construct the Blinn College Technical Education Center Facility in the Brenham Business Center

Dr. Voelter reported that the Economic Development Foundation, Brenham Business Park Board and the Technical Education Center Advisory Committee have all approved the building plans for the Technical Education Center. He also reported that the City of Brenham has begun to move dirt at the site and a topography survey has been ordered. Dr. Voelter reviewed the Technical Education Center financials which include total donations of \$1,170,571.80. The most recent building cost estimate is at a low of \$1.4 million and a high of \$1.75 million.

On behalf of the Technical Education Center Advisory Committee, Dr. Voelter asked that the Board award the Construction Manager at Risk contract to Collier Construction. Mr. Toubin asked that the Administration begin to plan for how the building will be used and Dr. Boehm asked for additional donations from the community.

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to award the Construction Manager at Risk (CMAR) Contract to Collier Construction, Inc. of Brenham, Texas.

REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:

ITEM 13. REPORTS:

- **Buildings and Grounds**
- **Texas Association of Community College's Legislative Priorities for 2009**
- **Preliminary Enrollment and Housing Occupancy for the Fall Semester**

Mr. O'Malley informed the Board that furniture is being moved into the Schmidt Building and that the Dorms and Apartments are ready for occupancy. He also reported that the Bryan Campus will receive a replacement chiller soon and the potholes in the parking lot are being repaired. Mr. O'Malley noted that the new custodial service is in place and working well.

Dr. Voelter reviewed the Appropriations process, key roles of Community Colleges and the legislative priorities of the Texas Association of Community Colleges for 2009 (a copy of the report is attached and made a part of these *Minutes*).

Dr. Harris reviewed the preliminary enrollment and housing occupancy numbers for the Fall semester (copies of the enrollment and housing reports are attached and made a part of these *Minutes*). He informed the Board that an increase in enrollment is projected and that all housing is at 100% occupancy and 141 students remain on a waiting list.

ITEM 14. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Holt announced the following:

- a. Senator John Cornyn will hold a forum at the Fairgrounds Events Center on August 20, 2008 hosted by the Washington County Chamber of Commerce.
- b. Jacket-style material patches are being distributed to Blinn College Dual Credit students. The majority of the expense was covered by a donation from Charles Thielemann.
- c. Blinn College received the 2008 Best of Bryan Award.
- d. Washington County Chamber of Commerce Fundraiser "Tailgate 2008" will be held, August 28, 2008 at 6:00 p.m.
- e. The Ronnie Renfrow Big Band performance at the W.W. O'Donnell Center will be held, September 11, 2008 at 6:00 p.m.
- f. Washington County Fair Parade will be on September 13, 2008 at 10 a.m.
- g. Brenham Independent School District 133rd Annual Luncheon will be held, September 5, 2008 from 11:30 a.m. till 1:00 p.m.
- h. The Schulenburg Economic Development Foundation recently gave Blinn College \$15,000.00 for a welding program.
- i. Welcome Back Session for students on the Brenham campus will be on August 24, 2008 at 8 p.m. in the W.W. O'Donnell Center.

The meeting was recessed for a break at 8:26 p.m.

ITEM 15. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a closed session at 8:54 p.m.

CLOSED SESSION:

ITEM 16. 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*)

ITEM 17. RECONVENE PUBLIC SESSION

The public session was reconvened at 8:57 p.m.

ADDITIONAL ACTION ITEMS:

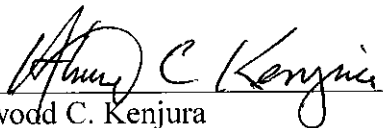
ITEM 18. REVIEW AND ACTION ON CLOSED SESSION ITEMS

- (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

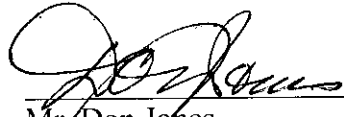
On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to accept the resignations of Ms. Erin Bodeker, Public Programs Coordinator, Star of Republic Museum, effective July 26, 2008; Ms. Julie Menard, Librarian, Brenham campus, effective August 13, 2008; Ms. Courtney O'Banion, Humanities Instructor, Brenham campus, effective August 31, 2008; and Ms. Michelle VanWagoner, Math & Engineering Instructor, Brenham campus, effective August 31, 2008. In the same motion, the Board also approved the renewal of contracts for current faculty and professional staff on one-year contracts for the 2008-09 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 19. ADJOURNMENT

On a motion by Mr. Lange, seconded by Mr. Lacina, the meeting was adjourned at 9:16 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary