



**NAVARRO COLLEGE BOARD OF TRUSTEES**  
**June 22, 2023**  
**MEETING MINUTES**

On Thursday, June 22, 2023, the Navarro College Board of Trustees gathered in the Bulldog Board Room located on the Corsicana Campus to conduct the FY 2023-2024 Budget Workshop and regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Loran Seely and Trustee Kim C. Wyatt.

(Trustee Billy Todd McGraw was absent) - Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Ms. Marcy Ballew	Vice President of Operations
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Dr. Richard Phillips	Dean of Academics and Safety Planning
Mr. Michael Landers	Exec. Director of Student Services & Athletics
Ms. Susan Womack	Director of Institutional Research
Mr Hank Bailey	NC Chief of Police
Mr. Barry Sullivan	Director, Information Technology
Mr. Guy Featherston	Dean, Waxahachie Campus, and Health Professions
Ms. Jeanette Underwood	Dean, Midlothian Campus, and Dual Credit
Ms. Christina Mims	Asst. Dean of Mexia Campus
Ms. Karen Simons	Executive Assistant to the District President
Mr. Ron Capehart	Linebarger

Additional staff and guests were also present.

#### **FY 2023-2024 Budget Workshop**

The Board of Trustees met in the Bulldog Board Room at 4:00 p.m. to conduct the FY 2023-2024 Budget Workshop. During the workshop, the following presentation were heard:

- Enrollment Projections for 2023-2024 - Ms. Sina Ruiz, Vice President of Student Success
- Proposed Budget BY 2023-2024 – Ms. Teresa Thomas, Vice President of Finance
- Community College Finance – Dr. Kevin G Fegan, District President
- Master Plan Update – Mr. Richard Cutrer, Executive Director NC Foundation and Mr. Guy Featherston, Dean of Waxahachie Campus and Health Professions

The workshop was for informational purposes only and no decisions or action were taken. The workshop ended at approximately 6:00 p.m. and the Board recessed for dinner in the President's Dining Room with members of the Leadership Team.

#### **Call to Order**

Following dinner, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Chairman Judson called the meeting to order at 7:00 p.m.; Trustee Seely was asked to begin the meeting with a prayer.

Chairman Judson welcomed Ron Capehart from Linebarger to the meeting.

### **Board Announcements**

No announcements were made.

### **Open Forum Time**

Mr. Ron Capehart from Linebarger addressed the Board and presented checks totaling \$9,286.67 that were received from excess proceeds from property sales.

### **Consent Calendar**

#### **a. Minutes – May 18, 2023 Meeting**

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

### **Update on Enrollment**

Dr. Fegan presented the enrollment update in Vice President's Sina Ruiz absence. Summer I 2023 enrollment semester credit hours were up by 5%, Summer II 2023 down by 0.25%, and fall down by 11% compared to this time last year.

Summary of the pre-registration traffic enrollment as of June 21, 2023 compared to the same time last year:

- Summer I up in credit hours by 393, enrollment by 59, and 8,528 in contact hours
- Summer II down in credit hours by 21, enrollment up by 46, and contact hours up 3,050
- Fall 2023 down in credit hours, enrollment and contact hours (-3,010 credit hours, -294 enrollment, and -64,252 contact hours).

### **Consider Action on May 2023 Financial Statement**

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

Budget amendments for May 2023 totaled \$107,171 of which \$102,181 to increase Carl Perkins Supplemental Grant and \$4,990 to increase cosmetology shop sales. As of May 2023, we have received 83.40% of the academic student income budgeted for 2022-23, 99.8% of continuing education student income, 109.94% of local appropriations, and 69.87% of total general operating and grant budgets. The auxiliary fund earned 63.55% of the revised budget as of May 2023.

Total year to date expenses for the Education and General Fund are lower than May 2022 by \$5,070,143. State, Federal, and Local grants were \$11,175,446 lower than May 2022 due to HEERF funds being almost completed.

Other expenditures increased in total from the same time last year by \$6,104,943. Fund Balance appropriations of \$4,922,339 and lost revenue appropriations of \$2,567,329 account for increases in expenditures during 2023.

Increases in expenditures consisted of the below:

- \$100,000 to TASB
- \$81,560 to CEI
- \$469,191 to Oracle
- \$2,310,203 for new turf field
- \$1,219,490 for IT Budget
- \$182,000 for police cars
- \$559,895 for work on parking lots
- \$2,562,329 for lost revenue (equipment & construction projects)

Resource allocations for the general fund show that we have not spent \$16,463,739 of the revised budget in General Operating, and \$2,917,581 of the auxiliary budget. The net difference of income to expenses from E&G is \$563,226 to the good and \$775,851 short in auxiliary for a total between the two funds of \$212,625 short of budget as of May 2023. Contingencies total \$274,537 plus \$505,773 of additional tax revenue.

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

### **Consider Action on Quarterly Investment Report for Quarter Ended May 31, 2023**

Vice President Teresa Thomas presented the quarterly investment report for quarter ended May 31, 2023.

Total book value of \$2,475,000 (\$1,745,000 E&G Fund, \$500,000 Debit Service Fund, \$230,000 Student Financial Aid Fund) and market value \$2,515,707 as of May 31, 2023.

The pledged collateral report shows that we had total deposits of \$27,110,250.95 and we were collateralized with \$1,250,000 of FDIC coverage and \$41,433,226.73 of pledged mortgage-backed securities.

*Trustee Atkeisson made a motion to approve the Quarterly Investment Report for Quarter Ended May 31, 2023 and was seconded by Trustee Boyd. All in favor / none opposed.*

### **Update on Personnel Actions**

Vice President Marcy Ballew presented update on personnel during the period from May 19, 2023 to June 22, 2023.

#### Appointments

- Patricia Del Horno Machuca – Financial Aid Success Coach (6/1/2023)
- Tori Broadbent – Associate Professor – Associate Degree Nursing (6/1/2023)
- Dr. Alicia Thomas – Program Coordinator Adult Ed (6/1/2023)
- Ashely Dryden – Record & Communication Specialist (6/1/2023)
- Forrest Davenport – Maintenance Worker (6/1/2023)
- Lisa Nelson – Assistant Professor – LVN (6/1/2023)

#### Position Change

- Paula Taylor – Coordinator of Multicultural & Leadership Programming (6/20/2023)

#### Resignations:

- Taylon Black – Area Housing Coordinator (5/25/2023)
- Misty Carver – Auxiliary Specialist (5/30/2023)
- Terry Stovall – Bus Operator/Maintenance (6/8/2023)
- Mary Adair – Administrative Assistant to MHEC (6/9/2023)
- Lacy Beam – Assistant Director -Student Financial Aid (6/19/2023)

#### Retirements:

- Shari DeLicco – Professor – English (5/31/2023)

**District President's Report**

Dr. Fegan presented the Board Calendar which includes events in July and August and mentioned a Professional Development Day on August 21, 2023 in which the college is closed to the public, but employees will utilize this day to prepare for the upcoming school year.

Dr. Fegan announced the next Board of Trustees Meeting will be July 27<sup>th</sup> on the Corsicana Campus and that the August and/or September Board of Trustee Meetings date may need to change.

**Announcement and Adjournment**

Chairman Judson announced the next Board of Trustees Meeting will be held on July 27 at 7 p.m. in the Bulldog Board Room. Chairman Judson asked for motion to adjourn meeting.

*Trustee Aldama motion to adjourn meeting and was seconded by Trustee Boyd at 7:45 p.m.*

Respectfully submitted,



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