



**NAVARRO COLLEGE BOARD OF TRUSTEES
MEETING MINUTES
BOARD MEETING
AUGUST 22, 2024**

On Thursday, August 22, 2024, the governing body of Navarro College gathered at Navarro College – Corsicana to conduct the regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Vice-Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Lorán Seely and Trustee Kim Wyatt.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Ms. Marcy Ballew	Vice President of Operations
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Stacie Sipes	Executive Director of Marketing
Mr. Hank Bailey	Police Chief
Ms. Susan Womack	Director of Institutional Research
Mr. Jim Botkin	Comptroller
Ms. Megan Smith	Executive Administrative Assistant - Finance
Ms. Deanna Hayes	Accounts Payable Specialist
Ms. Teresa Sutton	Budget Office/Risk Management Coordinator
Mr. Brett Patrick	Harris Craig Architects
Ms. Emilie Parten	NavCo

Call to Order

Chairman Judson called the meeting to order at 7:00 p.m. and Trustee Seely began the meeting with prayer.

Board Announcements

Chairman Judson announced a closed session following item 601 to discuss Legal and Personnel Matters. Chairman Judson asked the Trustees if they had any announcements they would like to make. No announcements were made.

Open Forum Time

Chairman Judson asked if anyone requested to address the Board. No requests were made.

Consent Calendar

- a. Minutes – July 25, 2024 Board Meeting
- b. Annual Security and Fire Safety Report 2024

Chairman Judson asked for a motion and second to approve the consent calendar.

Trustee Faith Boyd made a motion to approve the consent calendar and Trustee Kim Wyatt second the motion. The motion passed unanimously.

Board Recognitions

The Board of Trustees recognized the Finance Team for receiving the Government Finance Officers Association Award on the 8-31-2023 Annual Comprehensive Financial Report.

The Finance Team has received this award for the 22nd consecutive year. Dr. Kevin Fegan thanked the team for all their hard work. Certificates were presented and pictures were taken with team members.

Update on Enrollment

District President Dr. Kevin Fegan presented the enrollment update in Sina Ruiz absence.

Semester credit hours are up 3% and headcount is up 2% as of August 22, 2024.

The percentage of goal achieved for Fall as of August 22nd is 88% headcount, 91% contact hours, and 92% semester credit hours. Dual credit is continuing to show growth.

Finance and Operations

Vice President Teresa Thomas presented the July 2024 Financial Statement.

Budget changes for July were \$193,341 for Adult Education Grant

Year to date ending July 2024 source of funds show earned percentage of 89.08% Academic Student Income, 83.93% Continuing Education, 113.47% Local Appropriations, 99.09% State Funds, and Auxiliary Fund 93%. Expenditures are up slight due to raises in January and the debit service fund is staying constant.

The disbursement of funds is lower than July 2023 by \$3.4 million and revenue is higher by \$4.2 million.

Budget to actuals E&G Fund shows \$8.5 million and Auxiliary \$1.4 million not spent as of July 2024. As of the end of July 2024 the available cash to cash equivalents are Auxiliary \$701,988, Education & General \$21.9 million, Other Cash Accounts \$2.3 million, and Investments \$2.4 million. The average monthly expenditure budget covered by available cash as of July 31, 2024 is 3.76%.

Chairman Judson asked for a motion and second to approve the July Financial Statements.

Trustee Loran Seely made a motion to approve the July 2024 Financial Statement and second by Trustee A.L. Atkeisson.

Adoption of 2024-2025 Fiscal Year Budget

The proposed budget for FY 2024-2025 is \$83 million, based on flat enrollment, balanced with no expenditures coming from Fund Balance and balanced with projected grant funds included. Total allocations without grants are \$43.3 million, grants \$1.6 million, debit service fund \$2.1 million, auxiliary fund \$10 million, and student financial aid \$25 million.

Chairman Judson asked for a motion and second to approve the adoption of 2024-2025 Fiscal Year Budget.

Trustee Richard Aldama made a motion to approve adoption of 2024-2025 Fiscal Year Budget and Trustee Todd McGraw second the motion.

Declare intent to set Ad Valorem Tax Rate for 2024 (FY 2024-2025) on September 10, 2024

The no new revenue tax rate is \$.0894/\$100, voter-approval tax rate \$.0968/\$100, and current tax rate \$.0960/\$100.

The certified tax value is \$7.674 million. Chairman Judson called on each Trustee to state if they are for or against setting the tax rate at \$.0968 per \$100 valuation.

Trustee A.L. Atkeisson voted for tax rate at \$.0968

Trustee Faith Boyd voted for tax rate at \$.0968

Secretary-Treasurer Richard Aldama voted for tax rate at \$.0968

Chairman Phil Judson voted for tax rate at \$.0968

Vice-Chairman Todd McGraw voted for tax rate at \$.0968

Trustee Loran Seely voted for tax rate of \$.0968

Trustee Kim Wyatt voted for tax rate of \$.0968

I, Trustee Richard Aldama move to declare intent to set the 2024 Ad Valorem tax rate at \$.0968 per \$100 valuation and schedule a special meeting on September 10, 2024 at 10 a.m. in the Bulldog Board Room to conduct a public hearing and take action on setting the 2024 (Fiscal Year 2025) tax rate and second by Trustee A.L. Atkeisson.

Update on Personnel Actions

Vice President Marcy Ballew presented updates on personnel.

The following appointments were made during the period from July 25, 2024 to August 22, 2024:

- Mary "Nicloe" Wooley – Associate Professor – English
- Travis "Wayne" Humphrey – Associate Professor – Math
- Jennifer Procopio – Associate Professor of Psychology

- Casandra Russell – Assistant Registrar I Degree Audit/Graduation
- Janet Jacobs – Associate Professor – History/Government
- Krista van Beurden – Director of Adult Education
- Shannon Owens – Assistant Professor - OTA
- Gwendolyn Spencer – Associate Professor – Computer Information Technology
- Chelsea Yerger – Associate Professor – ADN
- Andrew Mitchell – Assistant Coach – Cheer
- Jacob Hoggatt – Program Director – EMS
- Ronel Layugan – Associate Professor – ADN
- Matthew Davila – Area Housing Coordinator
- Anel Pineda – Cook
- Lorena Pineda Perez – Cook
- Adrienne Douglas – Administrative Assistant/Faculty Support – WCTE
- Jamie Johnson – Financial Aid Success Coach
- Thomas Moore – Police Academy Instructor
- Nicole Grams – Associate Professor – Biology
- Tim Steely – Maintenance Worker I
- Alice Skinner - Assistant Professor – Cosmetology
- Brittny Derden - Assistant Professor - Cosmetology

The following exits were made during the period from July 25, 2024 to August 22, 2024:

- Amanda Jordan – Director of Carl Perkins CTE Success Center
- Anila Das - Professor – Computer Information Technology
- Terri Riggins – Registrar

District President's Report

District President Dr. Kevin Fegan presented upcoming athletic events. Dr. Fegan gave a great complement to Coach Michael Landers for having three athletic teams (volleyball, soccer, football) rated in the top 15 for Community Colleges.

Navarro College Day is September 16th and the focus is on Career and Technical Workforce. The luncheon will start at noon and after equipment and simulators will be available to view and test. At 6 p.m. the Annual Bulldogs Unite will be held at the Clock Tower.

The Bulldog Hall of Fame event will be on Saturday, September 21st at 1 pm in the Cook Center and at 7 pm is NC Bulldogs football vs Kilgore at CNB&T Stadium.

Announcement and Adjournment

Chairman Judson announced the next Board of Trustees Public Hearing / Tax Meeting is Tuesday, September 10, 2024 at 10 am in the Bulldog Board Room.

Chairman Judson asked for a motion and second to convene into closed session. *Motion to convene into closed session made by Trustee Loran Seely and second by Trustee Todd McGraw at 8:02 pm.*

Chairman Judson asked for a motion and second to reconvene into open session and adjourn meeting. *Motion to reconvene into open session made by Trustee Kim Wyatt and second by Trustee A.L. Atkeisson. The meeting adjourned at 9:22 pm.*

Respectfully submitted,



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