

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, December 18, 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. Atwood C. Kenjura, Vice President; 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: None.

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, Dr. Debra R. LaCour and Dr. Barbara L. Pearson, vice presidents; Mr. Scott Baehren, Mr. Thomas Brazzel, Ms. Cathy Brockman, Mr. Larry Campbell, Mr. Tex Davis, Ms. Rebecca Garlick, Mr. Robert Henrichsen, Ms. Kris Janes, Mr. Dennis Kocich, Ms. Margie Kovar, Mr. Spencer Lofland, Ms. Barbara Moore, Mr. Gus Mutscher, Mr. Brad Nies, Mr. Joe Al Picone, Mr. David Rehr, Mr. Robert Reid, Mr. Darrell Reimer, Mr. Guadalupe Reyes, Ms. Ann Weir, Ms. Jennifer Wise and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Brad Cutright, Cutright and Allen, Inc., architect for the college; Mr. C.H. Harvey; Mr. Dane Legg, Lott, Vernon & Company, P.C., auditors for the college; Mr. Charles Thielemann; Mr. Frank Wagner, KTTX-KWHI; and Mr. Alan Nieschwietz, *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 Dr. Boehm.

ITEM 2. PUBLIC COMMENT

Mr. Charles Thielemann stated his belief that there is no need for the Board to continue the existence of the Blinn College Foundation, LLC, and his belief that the Board has allowed the Brenham campus to become secondary to the Bryan campus, resulting in higher costs to Washington County residents.

Mr. C.H. Harvey commented on what he believes are false allegations that two citizens have been making to the Board relative to the actions of President Don Voelter.

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

Dr. Holt reviewed the financial statement and list of checks for the period ending November 30, 2007 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*).

ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE NOVEMBER 20, 2007, REGULAR MEETING

On a motion by Mr. Kenjura, seconded by Dr. Boehm, the Board voted to approve the *Minutes* of the November 20, 2007, regular meeting (a copy is attached and made a part of these *Minutes*).

**ITEM 5. HEAR PRESENTATION BY COLLEGE'S INDEPENDENT AUDITOR ON
FINANCIAL STATEMENT AND SINGLE AUDIT RESULTS FOR YEAR
ENDING AUGUST 31, 2007**

Mr. Dane Legg, Lott, Vernon & Company, P.C., auditors for the college, reviewed the audit report for the 2006-07 school year and answered questions from the Board.

**ITEM 6. REVIEW AND ACTION TO APPROVE THE AUDIT FOR THE 2006-2007 SCHOOL
YEAR**

- (A) APPROVE THE FINANCIAL STATEMENT AND SINGLE AUDIT FOR THE
YEAR ENDING AUGUST 31, 2007
- (B) APPROVE THE AUDIT AS THE AMENDED BUDGET FOR THE 2006-2007
SCHOOL YEAR

- (a) On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to approve the audit for the 2006-07 school year.
- (b) On a motion by Mr. Toubin, seconded by Mr. Lacina, the Board voted to approve the audit for the 2006-07 school year as the amended budget.

**ITEM 7. REVIEW AND ACTION TO AWARD BID #561-1 FOR THE NEW HUMIDITY
CONTROL AND MAKE-UP AIR SYSTEM FOR MELCHER HALL ON THE
BRENHAM CAMPUS**

Dr. Holt reviewed the bids received under agenda item 7 - 10 (a copy of the bid tabulations are attached and made a part of these *Minutes*). Mr. Robert Henrichsen answered questions from the Board on the student transportation bids including student club contributions to help cover the costs.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the low bids for agenda items 7 - 10 as recommended.

**ITEM 8. REVIEW AND ACTION TO AWARD BID #565 FOR SCHULENBURG CAMPUS
JANITORIAL SERVICES**

This agenda item was considered under agenda item Number 7.

**ITEM 9. REVIEW AND ACTION TO AWARD BID #568 FOR A PANORAMIC IMAGING
SYSTEM FOR THE DENTAL HYGIENE PROGRAM ON THE BRYAN
CAMPUS**

This agenda item was considered under agenda item Number 7.

**ITEM 10. REVIEW AND ACTION TO AWARD RFP #060 FOR STUDENT TRANSPORTATION
SERVICES FOR THE SPRING SEMESTER 2008**

This agenda item was considered under agenda item Number 7.

ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR PROPOSALS (RFP) FOR FIRMS TO PROVIDE STUDENT REFUND SERVICES

Dr. Holt reviewed the benefits of using an outside vendor to provide refunds to students at little or no cost to the college. On a motion by Mr. Toubin, seconded by Mr. Kenjura, the Board voted to approve the use of an outside vendor as recommended.

ITEM 12. REVIEW AND ACTION TO APPROVE A REVISED CONTRACT FOR THE OPERATION OF THE COPY CENTER ON THE BRYAN CAMPUS

Dr. Holt reviewed the history of the current contract for the Bryan campus copy center which has a one-year extension remaining and recommended the Board approve a revised contract with lower costs to the college plus financial incentives. He reported that the request from the vendor for a five-year option to renew had been denied by the administration. On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to approve the revised contract as presented.

ITEM 13. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE EXPANSION OF OFFICES AND THE TOOL ROOM IN THE CENTRAL PLANT AND EXPANSION OF OFFICES IN THE PHYSICAL PLANT ON THE BRENHAM CAMPUS

Dr. Holt reviewed the need to add additional office and restroom space in the Central and Physical plants on the Brenham campus and to seek and award bids for those purposes. On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve the request to seek bids. Dr. Voelter indicated the college will review state laws to be certain the construction cost limits are within state law allowables and meet any state requirements for approval of renovation plans by a licensed engineer.

ITEM 14. REVIEW AND ACTION TO SEEK BIDS FOR THE PURCHASE OF MANNEQUINS FOR USE AT THE SCHULENBURG CAMPUS LVN-T PROGRAM AND FOR THE ADN PROGRAM AT THE BRYAN CAMPUS

Dr. Holt reviewed a request from the LVN-Transitions program staff on the Schulenburg campus for the college to seek bids for the purchase of mannequins for their program. On a motion by Mr. Kenjura, seconded by Mr. Toubin, the Board voted to approve the request.

ITEM 15. REVIEW AND ACTION TO ADOPT RESOLUTION PROVIDING FOR THE TAXATION OF CERTAIN GOODS-IN-TRANSIT PURSUANT TO SEC. 11.253(B) OF THE TEXAS TAX CODE AS PROVIDED IN HOUSE BILL 621 PASSED BY THE 80TH LEGISLATURE

Mr. Westbrook reviewed the purpose of the resolution which would have the effect of continuing the tax. Dr. Boehm offered a motion to not adopt the tax. Mr. Westbrook pointed out that no action was necessary unless the tax was to be imposed. Dr. Boehm's motion died for lack of a second. Mr. C. H. Harvey asked and was allowed to comment on the proposed tax. He stated local industry would just as soon the college go ahead and adopt the tax because, due to the competition for workers, local industry does not need the type of industry coming to Brenham that this tax is intended to tax.

On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to adopt the resolution providing for taxation of certain goods-in-transit as provided in House Bill 621 of the 80th Legislature. His motion passed on a vote of four for and two against. A copy of the resolution as adopted is attached and made a part of these *Minutes*.

ITEM 16. REPORTS

- **BUILDINGS AND GROUNDS**
- **TECHNICAL EDUCATION DUAL CREDIT PROGRAM**
- **ENROLLMENT FOR THE MINIMESTER**

Dr. Holt reviewed the current construction projects. Mr. Brad Cutright, architect for the college, reviewed the conditions found at the Schmidt Building, problems in meeting the requirements of the ADA laws and issues with the plaster walls. He showed sample flooring options and costs for the areas to be used by the choir program. Dr. Holt noted the projected cost of the building renovation has gone from \$350,000 to \$500,000 and there has been little interest shown on the part of general contractors. Mr. Kenjura asked if the college would be better off using the building for some other less expensive purpose. It was agreed to await bids before making a final decision.

Dr. LaCour gave an introduction on a pending new dual credit program in technical education with area high schools. Mr. Robert Reid offered additional comments and answered questions from the Board including the potential for the program.

Dr. Harris reported on the winter minimester enrollment (a copy of the report is attached and made a part of the *Minutes*).

ITEM 17. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Voelter announced the establishment of the Joe Al and Merle Picone Scholarship to be awarded to a mathematics, mathematic education or business major with a GPA of at least 3.25.

The meeting was recessed for a break at 8:35 p.m.

ITEM 18. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public session was recessed for a closed session at 8:39 p.m.

ITEM 19. 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)**

ITEM 20. RECONVENE PUBLIC SESSION

The public session was reconvened at 12:16 a.m.

ITEM 21. 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. Toubin, the Board voted to employ professional staff on one-year contracts for the 2007-2008 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 22. ADJOURNMENT

On a motion by Mr. Kenjura, seconded by Mr. Lacina, the meeting was adjourned at 12:17 a.m.



Mr. Steve M. Westbrook
President



Mr. Norwood Lange
Secretary