



**NAVARRO COLLEGE BOARD OF TRUSTEES  
MEETING MINUTES  
MARCH 28, 2024**

On Thursday, March 28 2024, the governing body of Navarro College gathered at Navarro College – Midlothian located at 899 Mount Zion Road, Midlothian Texas to conduct the regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Secretary-Treasurer Richard Aldama, Trustee A. L. “Buster” Atkeisson, Trustee Faith Boyd, and Trustee Kim Wyatt.

Trustees absent: Mr. Billy Todd McGraw, Mr. Loran Seely

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Ms. Marcy Ballew	Vice President of Operations
Ms. Sina Ruiz	Vice President of Student Success
Mr. Guy Featherston	Executive Dean, Waxahachie Campus, and Health Professions
Dr. Richard Phillips	Executive Dean of Academics Studies
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Stacie Sipes	Executive Director of Marketing
Barry Sullivan	Director of IT
Mr. Hank Bailey	Police Chief
Ms. Christina Mims	Asst. Dean of Mexia Campus

Special Guests included:

Ms. Christine Remley	UNT Dallas
Mr. Richard Reno	MEDC
Mr. Todd Little	Ellis County Judge
Mr. John Boswell	City of Corsicana
Ms. Sharon Price	Midlothian
Dr. David Belding	Midlothian ISD

Other staff and guests were also present.

### **Call to Order**

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

### **Board Announcements**

Chairman Judson announced Closed Session following Item 601 – President’s Report to discuss Property, Legal and Personnel Matters in accordance with government Codes 551.071 and 551.074.

### **Open Forum Time**

No request to address the Board

## **Consent Calendar**

Minutes, February 22, 2024

TX SB 212 – 2<sup>nd</sup> Quarter Report September 1, 2023 – February 29, 2024

Update to Board Policy CEA – Purchasing and Acquisitions – Signature Authority

*Trustee Faith Boyd made motion to approve the Consent Calendar and second by Trustee A.L. Atkeisson. All in favor / none opposed.*

## **Update on Enrollment**

Vice President Sina Ruiz presented the enrollment update.

Summer I 2024 enrollment update as of March 26, 2024:

Spring 2<sup>nd</sup> 8-week semester credit hours were up 37.83% while Dual Credit was down 6.67%. Overall total semester credit hours were up by 743 or 35.89%.

As of March 26<sup>th</sup>, goals achieved for Summer I 2024 are Headcount 31%, Contact Hours 24%, and Semester Credit Hours 27%. The Continuing Education Quarter 3 enrollment includes March, April, and May courses and has achieved its goal.

Summer I 2024 important dates to remember are March 18<sup>th</sup> – May 14<sup>th</sup> for Spring 2<sup>nd</sup> 8-week class start and end dates, March 25<sup>th</sup> Spring 2<sup>nd</sup> 8-week census date and April 9<sup>th</sup> is pre-registration for May Mini, Summer and Fall 2024.

Chairman Judson thanked VP Sina Ruiz for the presentation and commented that he was happy to see the positive numbers.

## **Finance and Operations**

Mr. John Boswell with City of Corsicana and Navarro County Economic Development presented information on Tax Increment Financing (TIF) Reinvestment Zone 3, which on March 11, 2024 the City Council approved ordinance 3164 creating TIF Reinvestment Zone 3 located in the southwest quadrant of 7<sup>th</sup> Avenue (State Highway 31 West) and 45<sup>th</sup> Street in Corsicana and asking for approval from Navarro College.

CH Corsi Retail LLC has agreed to develop property within TIF Zone 3 in accordance with the Development Agreement with the City of Corsicana and all improvements will be performed in accordance with City Code. TIF Zone 3 will be for 20 years or until all the TIF funds are collected, whichever comes first.

*Trustee Richard Aldama made motion to approve the Navarro College Agreement to Participate in the TIF Reinvestment Zone 3 and Resolution 032824 and was second by Trustee Kim Wyatt. All in favor / none opposed.*

Vice President Teresa Thomas presented the February 2024 Financial Statement.

Budget amendments for February 2024 totaled \$237,021. As of February 2024, we received 76.60% of Academic Student Income, 68.48% of Local appropriations, 72.28% of State appropriations and 69.58% of total General Operating and Grant Budgets. The Auxiliary Fund earned 75.07% of revised budget as of February 2024.

Disbursements for January were not pulled correctly into the actual year to date totals for the Auxiliary and Student Financial Aid Funds. These reports have been corrected and reposted on the website, Total year to date expenses for the Education and General Fund are higher than February 2023 by \$42,757 State, Federal, and Local grants were \$203,315 lower than February 2023 as result of all the HEERF funds being almost completed.

### **Finance and Operations (cont.)**

Other expenditures increased in total from the same time last year by \$246,072 with the difference in staff benefits because they were allocated to the departments and the actuals showing on the report are journals that are allocated to one department. We are working to create a report that can take the benefits and spread them over the departments. Other expenditures are up because of the 5% raise that started in January 2024.

Summary of Sources and Disbursements as of February 2024 for Total Educational & General Revenue before HEERF Federal Dollars are higher by \$5,686,966 from the same time last year. Academic Student Revenue is higher by \$92,302, Continuing Education is lower by \$74,102, Local Appropriations are lower by \$5,529,876 (paid only 3 times a year) and Federal Revenue is lower by \$177,372. Both the State Grant Revenue and Local Grants are lower than this time in 2023. The other local income is higher by \$705,591 due to a donation of \$500,000 from a donor and other income from sales service is higher by \$12,503.

A comparison of the year-to-date revenue budget for February 2024 to the actual month to date revenue for February 2024 shows that we still have \$14,545,288 of revenue to collect in Educational and General Fund and \$2,556,558 in Auxiliary.

VP Teresa Thomas presented information for all cash and cash investments.

On the report the E&G peaked in January with registration but flattened out in February. Navarro College is covering the average monthly expenditure budget 4.63 times with cash, and the average for six months has been 4.38.

*Trustee A.L. Atkeisson made motion to approve the February 2024 Financial Statement and second by Trustee Faith Boyd.  
All in favor / none opposed.*

VP Teresa Thomas presented Quarterly Investment Report for Quarter Ended February 29, 2024.

During the quarter one CD was renewed for \$750,000 with City National Bank at 5.05%. The total book value on February 29, 2024 was \$2,475,000 and market value was \$2,515,248. The re-cap shows \$1,745,000 is in Educational and General Fund, \$500,000 in Debt Service Fund and \$230,000 in Student Financial Aid Fund.

The pledged collateral report shows we had total deposits of \$33,268,332 and we were collateralized with \$1,250,000 of FDIC coverage and \$40,393,745 of pledged mortgage-backed securities.

*Trustee Kim Wyatt made motion to approve the Investment Report for Quarter Ended February 2024 and second by Trustee Richard Aldama.  
All in favor / none opposed*

### **Update on Navarro College – Midlothian**

Dean Jeanette Underwood presented the update on Navarro College - Midlothian

The total enrollment for Fall 2023 was 829 of which 334 were Academic/CTE and 495 Dual Credit.

In May 2024 there are approximately 250 Dual Credit students graduating.

Navarro College - Midlothian participated in community engagement events which consisted of Paws for Reflection 5K, Blood Drive, Midlothian Chamber Events, Scarecrow Competition, Fall Festival, Beauville, and preparing cards for Buffalo Creek Assisted Living Residents. The Community Room was utilized a total of 122 times in 2023. Students participated in several activities held at Navarro College - Midlothian during the year.

Chairman Judson thanked Dean Underwood for coordinating the events and including the community.

## **Update on Personnel Actions**

Vice President Marcy Ballew presented the personnel updates.

No new appointments were made during the period from February 22, 2024, to March 28, 2024.

The following exits were announced during the period from February 22, 2024, to March 28, 2024:

### Resignations:

- Christina Drake – Librarian - Waxahachie
- Geoffrey Terry – Assistant Coach - Football
- Derrick Williams – Maintenance Worker

### Termination:

- Laura O'Pry – Instructional Support Specialist

## **District President's Report**

Dr. Kevin Fegan presented to the Board upcoming events.

UIL will hold its event on the Corsicana location on April 5 and 6<sup>th</sup> and have around 200 athletes. At noon on April 6<sup>th</sup> the Cheer Team will have their show-of in the John Deere Parking and then travel to Daytona Beach, FL for the NCA Cheer Competition from April 11 – 13<sup>th</sup>. On April 13<sup>th</sup> Navarro College will hold Brilliance: Ellis County's Got Talent at 6:30 p.m. at Midlothian Conference Center. Other events (PTK Induction, Choir Performance, Bulldogs Forever Luncheon and District President's Updates will take place during the last 2 weeks of the month.

## **Announcement and Adjournment**

Chairman Phil Judson announced the next Board Meeting will be held on Thursday, April 25, 2024, at 7 p.m. at Navarro College – Corsicana.

*Trustee A.L. Atkeisson made motion to convene into Closed Session and second by Trustee Kim Wyatt at 7:50 p.m.*

*Trustee Kim Wyatt made motion to reconvene into Open Session and second by Trustee A.L. Atkeisson. Closed Session recessed at 9:08 p.m.*

*Meeting adjourned at 9:08 p.m.*

Respectfully submitted,



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