

**NAVARRO COLLEGE BOARD OF TRUSTEES  
DECEMBER 13, 2012 MEETING  
MINUTES**

The Navarro College Board of Trustees met at 6 p.m. on Thursday, December 13, 2012 in the President's Dining Room located in Walker Dining Hall for dinner. Following dinner, the governing body moved to the Cook Education Center to conduct their regular monthly meeting. All trustees were in attendance including: Mr. Lloyd Huffman, Dr. James Price, Mr. Phil Judson, Mr. Richard Aldama, Mr. A. L. "Buster" Atkeisson, Ms. Faith Holt and Mr. Todd McGraw.

Others in attendance included:

Dr. Richard Sanchez	District President
Dr. Kenneth Martin	President, Ellis County Campuses
Dr. Harold Housley	Vice President, Academic Affairs
Ms. Maryann Hailey	Vice President, Student Services
Mr. Dewayne Gragg	Vice President, Enrollment Mgmt., Student Success & Instl. Studies
Dr. Tommy Stringer	Vice President, Institutional Advancement
Ms. Marcy Ballew	Director, Human Resources
Ms. Aaron York-Langston	Controller
Ms. Rhina Sandoval	Chief Accountant
Ms. Jan Phillips	Internal Auditor
Ms. Jeannette Sparks	Grants Accountant
Ms. Leslie Smith	Executive Administrative Assistant
Ms. Lynne Coker	Executive Administrative Assistant
Mr. Cody Dickerson	M.I.S.C. Coordinator, Support Staff/Paraprofessional Committee Chair
Mr. Lee McCleary	Director, Navarro County/Corsicana Economic Dev. Corp.
Mr. Mike Murray	Plant Engineer, Pactiv, L.L.C.
Mr. Mike Ables	Jaynes, Reitmeier, Boyd & Therrell, P.C.
Ms. Kristy Davis	Jaynes, Reitmeier, Boyd & Therrell, P.C.

Various other faculty, staff, students and visitors were also present.

**Call to Order**

Mr. Huffman called the meeting to order at approximately 7 p.m. and asked Mr. Atkeisson to begin the meeting with a prayer.

Mr. Huffman acknowledged Mr. Cody Dickerson, Chair of the Support Staff/Paraprofessional Committee. Mr. Dickerson expressed appreciation for the Board's services on behalf of the support staff and paraprofessional employees. Christmas gifts were given to each Trustee from the Support Staff/Paraprofessional Committee.

**Board Announcements**

There were no Board announcements.

**Open Forum**

There were no requests to speak during Open Forum.

## **Consent Calendar**

### **a. Minutes - Board of Trustees November 15, 2012 Meeting**

Dr. Sanchez recommended approval of the Consent Calendar with the minutes from the November 15, 2012 meeting.

Mr. Judson made a motion to approve the Consent Calendar and Mr. Aldama seconded it. The decision was unanimous.

## **Update on Presidential Search Process**

Dr. Price, Chair of the Presidential Search Committee, was asked to give an update on the search for a new District President pending Dr. Sanchez's retirement in August 2013.

Dr. Price stated the Presidential Search Committee has reviewed all applications received and ranked them. He concluded by stating interviews will be conducted as the next step in the process.

## **Adopt Resolution Authorizing Tax Abatement for Pactiv, L.L.C.**

Mr. Lee McCleary, Navarro County/Corsicana Economic Development Director, was asked to present the resolution authorizing a new tax abatement for Pactiv, L.L.C.

Mr. McCleary stated Pactiv has been a respected industrial employer for the City of Corsicana and Navarro County since 2001 and has previously received tax abatements from Navarro College on October 2, 2001, and June 17, 2010 for industrial expansion projects. Pactiv recently announced plans for a new state-of-the-art 150,000 sq. ft. addition to its existing facility in Corsicana manufacturing Expanded Polystyrene (EPS) cups and containers.

The expanded Corsicana plant will be the second site in Pactiv's global network. Corsicana was chosen for the \$50 million project largely due to the awarding of a \$930,000 Texas Enterprise Fund grant from the Office of the Governor and a \$1.25 million Texas Capital Fund grant from the Texas Department of Agriculture.

Mr. McCleary stated Pactiv is requesting a new tax abatement agreement for consideration and approval by the Navarro College Board of Trustees for the proposed capital investment of fifty million four hundred fifty thousand and no/100 dollars (\$50,450,000) in taxable real property and personal property improvements. In addition, Pactiv projects the estimated value of inventory to be added will be three million two hundred fifty thousand and no/100 dollars (\$3,250,000) which will not be abated.

Mr. McCleary stated Pactiv will add two hundred (200) new full time employees as a result of this expansion project. He stated the average salary of a Pactiv employee is \$55,000 compared to Navarro County's mean average salary of \$36,000.

Mr. McCleary introduced Mr. Mike Murray, Pactiv Plant Engineer, and recommended approval of the abatement of 50% over a ten year period before concluding.

Dr. Price moved to adopt the resolution authorizing the tax abatement for Pactiv. Mr. Atkeisson seconded the motion, and the decision was unanimous.

Mr. Judson thanked Mr. Murray for Pactiv's choice to expand within the community. Mr. Huffman concurred and inquired about plans for a groundbreaking ceremony. Mr. McCleary responded several dignitaries including Governor Rick Perry, Senator Birdwell and Representative Bryan Cook will be present for a groundbreaking ceremony on December 20, 2012. He stated everyone in the community is invited and encouraged to attend.

### **Approve the Annual Financial Audit for the Fiscal Year Ending August 31, 2012**

Ms. Moreno thanked the Board of Trustees for the generous Christmas bonus given to all Navarro College full-time employees. She then stated Jaynes, Reitmeier, Boyd & Therrell, P.C. has conducted a review of the college's financial statements for the year ended August 31, 2012 and determined compliance and internal controls for federal and state funds received by the college. She stated this is the second year of a three year agreement with the auditing firm. She invited Mr. Mike Able, Jaynes, Reitmeier, Boyd & Therrell, P.C.'s. shareholder, and Ms. Kristy Davis, senior manager, to share their findings with the Board of Trustees.

Mr. Able stated the audit to obtain reasonable assurance the college's financial statements are free of material misstatement and are fairly presented began in early August and took approximately 850 hours to complete. Mr. Able was pleased to report, based on their findings, the college's financial statements are fairly represented in all material respects and a "clean, unqualified report" has been issued.

Mr. Able continued stating his firm was also responsible for determining compliance and internal control requirements for federal and state fund programs, the majority of which involved student financial aid and the Texas State Opportunity Grant. Based on evidence examined on a test basis, the college continues to be in compliance with federal and state requirements and Mr. Able was pleased to report another "clean, unqualified report" has been issued as a result.

There were no significant changes in accounting principles and policies this past year. Mr. Ables added that new rules will require some changes next year. Allowance estimates for uncollectible amounts and depreciation of capital assets made by college management were reasonable and no significant audit adjustments were required. Finally, Mr. Able stated there were no disagreements with management during the audit process and his staff was given full access to records. He then asked senior manager, Ms. Davis, to share information regarding the "scope of the audit."

Ms. Davis gave a brief review of financial highlights from the audit. She stated assets increased approximately \$8,533,000, from \$89,427,000 in 2011 to \$97,960,000 on August 31, 2012. The majority of the increase recognized \$5.5 million from bond proceeds received and unspent prior to the end of the fiscal year. Assets recognized from significant construction projects completed during the year were offset by current year depreciation expenses.

Liabilities increased from \$49,263,000 in 2011 to \$53,097,000 as of August 31, 2012. Ms. Davis continued and stated operating revenues decreased from \$22,310,000 in 2011 to \$20,701,000 in 2012 due to the decline in enrollment, and operating expenses declined from \$66,839,000 to \$62,531,000 for a loss of \$41,830 as of August 31, 2012.

Ms. Davis stated the loss in operating funds was offset by non-operating revenues including state appropriations and federal and state grants. State appropriations increased from \$16,384,000 in 2011 to \$17,531,000 in 2012 while federal and state grants decreased from \$29,140,000 in 2011 to \$26,041,000 in

2012. The majority of this decline was attributed to more stringent PELL grant requirements resulting in many returning students becoming ineligible for financial aid as well as non-renewal of several smaller federal and state grants. Overall, net assets increased \$4.7 million, from \$40,164,000 in 2011 to \$44,863,000 as of August 31, 2012.

Mr. Ables and Ms. Davis concluded their presentation.

Dr. Price inquired if they had any suggestions or recommendations. Mr. Ables responded by stating they had no findings or recommendations of significance to report.

Mr. Aldama moved to approve the annual financial audit for the fiscal year ending August 31, 2012, and Ms. Holt seconded the motion. The vote was unanimous.

Following the motion for approval, Ms. Moreno announced that for the eleventh successive year the college has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada. Ms. Moreno asked Ms. Aaron York-Langston, Ms. Rhina Sandoval, Ms. Jan Phillips, and Ms. Jeannette Sparks to stand and be recognized for this recognition.

Trustees congratulated Ms. Moreno and her staff on this achievement.

#### **Take Action on November 2012 Financial Statement**

Ms. Moreno was asked to present the November 2012 financial statement. She began by restating that the college continues to be in "financially sound condition."

A review of the Statement of Budget Changes for the period ending November 30, 2012 indicated amendments totaling \$225,292 were required to carry over funds from the J.E.T. grant equipment, and Adult Basic Education state grants into the current fiscal year, restate original budget amounts for sales received since September 2012, increases in scholarships for 2013, and changes in the Plant fund for architectural services and construction of outdoor basketball courts. The revised budget totaled \$12,434,100 as of November 30, 2012.

A review of the Source of Funds indicated 31.82% of the budget had been earned as of November 30, 2012 compared to 38.78% in 2011. Ms. Moreno stated the percentage of revenues earned is "on track" and stated the percentage earned in 2011 was inflated as a result of proceeds received from the bond issue.

A review of the Disbursement of Funds indicated 47.27% of the current year's budget had been expended compared to 46.45% the previous year. The Comparative Balance Sheet for the quarter ending November 30, 2012 indicated an increase of 6.78% with assets totaling \$99,423,893 compared to \$93,107,364 in 2011.

The Auxiliary Enterprises Schedule of Revenues and Expenditures for the quarter ending November 30, 2012 indicated 24.83% of budgeted revenues had been earned compared to 29.13% the previous year and 49.70% had been expended as of November 30, 2012 compared to 52.74% last year. Revenues exceeded expenditures by \$349,159. Ms. Moreno stated Bookstore sales will "catch up" in the summer because a majority of books are sold in August for the coming fall semester. She also stated summer programs are

being planned which could generate greater auxiliary enterprises revenues. Ms. Moreno stated she anticipates healthy earnings for the current fiscal year.

Ms. Moreno responded to a question from Mr. Aldama regarding the Waxahachie deli by stating revenues are included in the Dining Services category. She stated revenues are expected to increase this year as the Waxahachie deli will be in "full operation." Last year, Dining Services' profits were impacted by construction expenditures and delays in opening the new deli.

In response to an inquiry from Dr. Price regarding the impact e-books are having on book sales, Ms. Moreno confirmed hardcover book sales have been offset by electronic versions. She recently visited with bookstore vendors while attending a SACS Conference and different venues are being sought to increase sales.

A review of the Comparative Balance Sheet for the period ended November 30, 2012 indicated an increase of 6.78% over the same period last year. Cash in Bank increased approximately \$11 million. Ms. Moreno stated \$5.5 million of this increase was due to funds received from the issue of 2012 Revenue Bonds. Increases in Accounts Receivable and Prepaid Expenses are timing issues only and the increase in Inventories from \$2,170,684 to \$2,744,203 was associated with additional inventories required for the Waxahachie deli and the two college bookstores.

Additions made to the Balance Sheet to meet new reporting requirements included Interest Payable and Notes Payable as well as the Forgivable Loan in Midlothian. Ms. Moreno continued stating increases in Plant and Equipment were offset by depreciation expenses. She stated, as reported last month, the fund balance increased from \$14,363,647 to \$17,730,176.

Ms. Moreno concluded her report and some discussion followed. Mr. Huffman inquired about the debt service for bonds payable. Ms. Moreno stated that with the accelerated payout of the 2012 Bonds as well as annual payments of \$1 million for existing bonds, the college's debt will be reduced by approximately \$10 million in five years.

Dr. Price made a motion to approve the November 2012 financial statement and Mr. Aldama seconded the motion. The vote was unanimous.

#### **Take Action on Quarterly Investment Report for the Quarter Ending November 30, 2012**

Ms. Moreno continued with a review of the Quarterly Investment Report for the Quarter Ending November 30, 2012.

Ms. Moreno reported the book value of total investments as of November 30, 2012 decreased from the previous quarter by \$1 million, from \$4,090,000 to \$3,090,000. Certificates of Deposit (CDs) with a combined value totaling \$3.2 million matured during the first quarter of which \$2.2 million was reinvested into new CDs with comparable rates of interest between .25% and 1.25%.

Ms. Moreno stated her department is seeking safe venues to invest cash received from the issue of 2012 Revenue Bonds and she hopes to double the college's investment portfolio. She stated because of the amount of collateral required by the college, banks are reluctant to accept large deposits. Plans are to break up the funds into smaller amounts that would be covered by FDIC insurance and deposit these funds in banks throughout the entire service area.

Mr. Atkeisson advised that unless Congress votes to extend coverage, FDIC insurance coverage for deposits up to \$250,000 will drop to maximum of \$100,000 as of December 31, 2012. He stated a Senate vote to extend the additional coverage earlier that day had failed. He cautioned that smaller banking institutions may not be prepared to provide the additional collateral required for deposits over \$100,000.

Mr. Huffman thanked Mr. Atkeisson. Mr. Judson moved to approve the Quarterly Investment Report for the Quarter Ending November 30, 2012, and Mr. Atkeisson seconded the motion. The decision was unanimous.

### **Approval of Construction of Administration Building in Mexia**

Dr. Sanchez stated in a letter he previously sent to the Board of Trustees, five options were presented for them to consider for the use of approximately \$3 million in fund balance accrued at the end of the 2012 fiscal year.

He stated the first option proposed was to increase the college's fund balance reserve from \$14 million to \$17,472,982. The second option, to pay down the balance of revenue bond debt, would not be feasible because it would not be effective. The third option was to construct an administration or signature building on the Mexia campus; the fourth, to construct a new building on the Corsicana Campus for the Cosmetology Program, and the fifth option presented was to construct both an administration building for the Mexia campus and a Cosmetology Building on the Corsicana campus.

Dr. Sanchez recommended the Board consider the second option, constructing an administration building for the Mexia Campus at a cost of approximately \$2 million and adding the remainder of the 2012 fund balance to the college's reserve fund balance. He stated a master plan has been developed by an architect and he has asked the Mexia Economic Development Corporation for funding assistance to cover the cost of constructing a parking lot.

Dr. Sanchez stated there is desperate need for space at the Mexia campus which has not had anything added since 2001. If an administration building is constructed, essential elements not currently offered could be included such as a library, student center, bookstore and a deli. He stated a remaining fund balance of \$15 million would be very adequate and still meet the needs of a campus that desperately needs the space.

He continued stating in a conversation he had with the Board Chairman, Mr. Huffman expressed his concern over the uncertainty of times ahead, primarily regarding student aid and student loans. Dr. Sanchez stated he contacted AACC (American Association of Community Colleges) to find out what their predictions were for the future. AACC indicated there will always be student aid in the form of PELL grants and student loans, it will just be a matter of "how much" and how the loans are structured. Although discretionary money such as the oil and gas program will be reduced, most funds for student aid will always be there.

Mr. Huffman thanked Dr. Sanchez and although the building in Mexia is needed, he was concerned about the financial aspects because of what was taking place "hour by hour" in Washington. He then asked each trustee to share their thoughts.

Mr. Judson stated that after visiting the Mexia campus last month for the board meeting, the energy there was very apparent as well as the need for more space. He stated with what was taking place in

Washington, he preferred be conservative and hold off on spending or making contractual agreements. He stated the construction of a new building for the Mexia campus should be a priority but any action held off until it is known what direction Congress takes.

Ms. Holt stated she basically agreed that that a new building should be a priority but that the college should not take on more debt until it is known what is going to happen in Washington. She stated she was not able to attend last month's meeting at the Mexia campus but was aware of their need for more space from the previous year.

Mr. Atkeisson stated he strongly felt a new building for the Mexia Campus should be top priority because "great people are laboring under less than desirable plant facilities" and doing an outstanding job but he also strongly felt the college should not be in a rush to obligate itself and potentially jeopardize the overall financial stability of the college until the situation in Washington is resolved. He stated within the next 30 days the Board should have a better idea of where things are going.

Dr. Price inquired "at what point" is a definite commitment for funding assistance expected from the Mexia Economic Development Corporation. Dr. Sanchez responded a letter requesting the funds was required and has now been sent. He stated he anticipates receiving a favorable response from the Mexia Economic Development Corporation during their next meeting in mid-January which he plans to attend.

Dr. Price stated he agrees with the majority to act conservatively and not rush. He proposed moving forward with architectural plans to determine the cost to construct the building without committing to the whole project.

Mr. McGraw stated he agreed with Dr. Price. By January, more should be known for a decision to be made.

Mr. Aldama stated he agreed with moving ahead with architectural plans and making a decision at next month's meeting. He added the Mexia campus is lacking more than any other campus and it is important not to put this project on a "back burner."

Mr. Huffman agreed moving forward with the architectural plans would show "good faith" to the Mexia community. He stated the country has never been in this situation before and the "achilles' heel" in regard to the college's financial standing was the uncertainty of how the financial situation will impact student federal aid. He stated the source of approximately \$50 million of the college's budget is student financial aid which are "pass through funds," a majority of which comes back to the college in the form of tuition and fees.

Dr. Price made a motion to approve moving forward with the development of architectural plans for a new administration building for the Mexia campus and waiting 30-60 days before taking further action. Mr. McGraw seconded the motion, and the decision was unanimous.

### **Update on Opening Doors to Success**

Dr. Tommy Stringer was asked to present an update on the Opening Doors to Success program. He began his update by explaining how the program came to exist. He stated after Dr. Sanchez became President, he learned that a valedictorian and a salutatorian from Milford ISD, who were also sisters from the same family, were working in a factory instead of attending college after graduating high school. He also learned

this was not an unusual circumstance for economically disadvantaged students whose parents never attended college.

The two young ladies were sought out and enrolled at Navarro College where they performed very well. Based on their success, funding was received from a donor and the Opening Doors to Success Program was launched. In 1999 a cohort of 39 students, who met the criteria of being first-generation, economically-disadvantaged students from the five-county service area, were enrolled at Navarro College.

Since its inception, the program has enrolled more than 300 students, many of whom may never have attended college. High school counselors, principals and teachers help to identify prospective candidates and encourage them to submit a completed application. Eligible candidates are interviewed by the President's Advisory Committee. The number of participants selected each year is determined by the amount of funds available. Each participant selected receives a scholarship of \$500 per semester for four semesters. They are required to enroll in a minimum of 12 hours each semester, and maintain a 2.0 GPA.

Dr. Stringer continued stating Opening Doors to Success recipients are required to attend bi-monthly meetings with their college sponsor. These meetings are critical to the success of the program. The meetings are sometimes "pep rallies" to help encourage the student when they feel overwhelmed and it also provides an opportunity for students to ask questions and get the support they need.

Dr. Stringer stated the program has been very successful and gave several examples of Opening Doors to Success recipients who went on to earn a four-year degree at a university and now have successful careers. He concluded by stating this is a very rewarding program that has been a truly life-changing experience for students; it also impacts entire families by breaking a vicious cycle.

Some discussion followed. Mr. Aldama commented that as one of the original members of the President's Advisory Committee, it was heart-breaking when students had to be turned down because there weren't enough funds for everyone that applied. Dr. Price compared the program to the Collins Scholarship program. He stated many first generation students weren't performing well and when the program director began making visits, students became more successful.

Mr. Judson expressed appreciation for Dr. Stringer's efforts with this program. Mr. Huffman stated a debt of gratitude is owed to Dr. Sanchez for recognizing the need for this exceptional program and thanked him.

### **Update on Personnel Actions**

Ms. Ballew presented an update on personnel actions. She stated the following appointments were made during the month of November 2012:

- Susan Piercy – Administrative Assistant III-Higher Education Center – Midlothian
- Kay Jones – Administrative Assistant III-Accounting/Registrar - Midlothian
- Polly Martin – Administrative Assistant III-Business Office - Waxahachie
- Nicolas Rojas – Maintenance Worker II/Painter – Corsicana

She stated there were no reassignments, transfers resignations, terminations or retirements during the month of November 2012. Currently nine open positions were being advertised including:

- International Cook – Dining Services – Corsicana Campus
- Area Housing Coordinator III – Corsicana Campus
- Fire Academy Coordinator – Waxahachie Campus



- ShaleNET US Support Technician – Corsicana Campus
- International Student Coordinator – Corsicana
- Assistant Dean-Business, Professional and Technical Education – Corsicana Campus
- Assistant Dean-Humanities and Kinesiology – Corsicana Campus
- ShaleNET US Regional Hub Coordinator – Corsicana Campus
- Assistant /Associate Professor of Instrumentation and Electrical Technology – Corsicana Campus

Ms. Ballew concluded her report and Mr. Huffman thanked her.

## **President's Report on Items of Information**

### Board Calendar

Mr. Gragg presented highlights from the Board calendar. Winter mini-mester classes will begin on December 18, 2012 and the Annual Christmas Gathering for staff will be held on December 21 at 11 a.m. in the Cook Education Center. The college will close for the holidays beginning at noon on December 21, 2012 and reopening January 2, 2013. Spring Convocation for faculty will be held on January 8 and spring semester classes will begin on January 14, 2013.

### Enrollment Report

Mr. Gragg continued with a report on enrollment. He stated 5,691 students have been enrolled for spring 2013 classes, an increase of 247 students (85 full-time) when compared to this time last year. Enrollment in internet classes, however, was down approximately 200 students, and Mr. Gragg stated he was in the process of researching the reason for this decline. Headcount enrollment for winter mini-mester classes was down 45 students compared to last year with 588 currently registered.

Mr. Gragg continued stating the report for Quarter One enrollment for Continuing Education has been finalized and shows an increase. He attributed the increase to TJJD (Texas Juvenile Justice Department) employees taking continuing education classes instead of credit courses. Mr. Gragg stated enrollment for the year thus far is down approximately 2.4% and concluded his report.

Some discussion followed regarding factors for the drop in enrollment including student financial aid and the bacterial meningitis vaccination requirement. Dr. Sanchez and Mr. Gragg stated if the students that had not met the Bacterial Meningitis vaccine requirement had not been dropped, there would not have been a decrease in enrollment fall 2012. They also indicated there is no way to measure the number of students who never attempt to register because of the vaccination requirement which could have potentially generated an increase in enrollment. Dr. Sanchez concluded his remarks by stating the Bacterial Meningitis requirement is having a negative impact on student enrollment.

### Construction Update

Ms. Moreno was asked to give an update on the construction of the soccer and baseball field houses. She stated major progress has been made on the soccer field house and displayed pictures of the work in progress. The college's physical plant department has completed installation of the utilities and contractors are now working on the interior. She also displayed pictures of the work in progress on the baseball field house which is moving along more quickly as well. She stated orders have been placed for the netting for the batting cages and the artificial turf.

### Legislative Update

Dr. Sanchez stated there was little to report regarding a legislative update. It appears the public school finance issue, water and power issues, and Medicaid will take most of their time, and there is some

indication a special session may be held to address items requiring in-depth discussion. The Medicaid issue will be one of the most difficult and will impact the amount of funds allocated to community colleges this biennium.

A.C.E. Facilitator, Washington D.C. January 25, 2013

Dr. Sanchez stated he will serve as a facilitator once again for the American Council on Education (A.C.E.) Fellows Program in Washington D.C. on January 25, 2013.

Annual Christmas Gathering and Merry Christmas/Happy New Year

Dr. Sanchez invited Trustees to join all full-time staff on Tuesday, December 21, 2012 at the Cook Education Center for the Annual Christmas Gathering. He stated the College will close its doors for the holidays beginning at 12 noon on Friday, December 21, 2012 and reopen at 8 a.m. on January 2, 2013.

Dr. Sanchez concluded his report by presenting Trustees with a gift and wishing them and everyone present a Merry Christmas and a Happy New Year.

**Announcement and Adjournment**

Mr. Huffman stated the Maintenance Department is a great asset and the staff's talent has saved the College a lot of money. He stated it would be nice to surprise them sometime to show the Trustees appreciation for them.

Mr. Huffman announced the next meeting of the Board of Trustees will be held on January 17, 2013 in the Cook Education Center at 7 p.m. and wished everyone a Merry Christmas and Happy New Year.

Mr. Atkeisson moved to adjourn the meeting at 8:41 p.m. and Mr. Aldama seconded the motion. The decision was unanimous.

Respectfully submitted,

James Price, DDS Vice-Chairman  
Navarro College Board of Trustees