



LAREDO COLLEGE DISTRICT
Laredo, Texas

The Budget Workshop of the Laredo College Board of Trustees convened on Thursday, August 19, 2021, beginning at 5:30 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building Room 105 at the Fort McIntosh Campus.

ROLL CALL

MEMBERS PRESENT

Lupita Zepeda, President
Jorge "JD" Delgado, Vice President
Jackie Leven-Ramos, Secretary
Cynthia Mares (*arrived at 5:39 p.m.*)
Mercurio Martinez, Jr.
Henry S. Carranza, Ph.D.
Esteban Rangel (*arrived at 5:43 p.m.*)
Tita C. Vela (*arrived at 5:41 p.m.*)

OTHERS

Marisela Rodriguez Tijerina, Ed.D.
Rusty Meurer
Cesar E. Vela Jr.

MEMBERS ABSENT

Karina "Kari" Elizondo

CALL TO ORDER

Ms. Zepeda called the meeting to order. Ms. Leven-Ramos called the roll. Ms. Zepeda announced that a quorum of the members was present, that this meeting was duly called, and that notice of this meeting was posted in accordance with the Texas Open Meetings Act.

PUBLIC TESTIMONY

No one signed up for public testimony.

INFORMATION ITEMS

**FINANCES, PROCUREMENT,
AND BUDGET INFORMATION**
– MR. CESAR VELA AND MR.
RUSTY MEURER

Mr. Cesar Vela, Vice President of Finance, presented a general overview of fiscal responsibilities of the Board including budgets and budgeting, and fiscal management policies.

Ms. Zepeda acknowledged the presence of Ms. Mares and Ms. Vela.

Mr. Vela continued to present information on the Board's monitoring of fiscal status. Ms. Zepeda acknowledged the presence of Mr. Rangel.

Mr. Rusty Meurer, college attorney, went over the Board's purchasing authority. Discussion took place on expenses. Ms. Zepeda suggested that expenses under \$50,000 be reported to the Board and will be included for the Program/Policy Committee to review and bring back to the Board.

Mr. Vela went over procurement guidelines - procurement methods – non-construction, factors to consider when awarding contracts – non-construction, procurement methods – construction, factors to consider when awarding contracts – construction, notices and publications, contracting for professional services, emergency purchases, computer equipment purchases, sole source purchases, and penalties for procurement law violations.

**PRESENTATION OF DRAFT
OF THE FY2022 BUDGET –**
MR. CESAR VELA

Mr. Vela presented a PowerPoint presentation on the FY2022 Proposed Budget which included planning factors, expenditures, revenues, tax rate, and all annual operating budget funds. He answered questions from the Board.

NEXT MEETING DATE: Thursday, August 19, 2021 – Special Board Meeting immediately following Budget Workshop

ADJOURNMENT At 7:03 p.m., Ms. Leven-Ramos moved to adjourn the workshop. Mr. Delgado seconded the motion; motion carried.

The special meeting of the Laredo College Board of Trustees convened on Thursday, August 19, 2021, beginning at 7:09 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building Room 105 at the Fort McIntosh Campus.

ROLL CALL	<u>MEMBERS PRESENT</u>	<u>OTHERS</u>
	Lupita Zepeda, President Jorge “JD” Delgado, Vice President Jackie Leven-Ramos, Secretary Cynthia Mares Mercurio Martinez, Jr. Henry S. Carranza, Ph.D. Esteban Rangel Tita C. Vela	Marisela Rodriguez Tijerina, Ed.D. Rusty Meurer Cesar E. Vela Jr.
	<u>MEMBERS ABSENT</u>	
	Karina “Kari” Elizondo	

CALL TO ORDER Ms. Zepeda called the meeting to order. Ms. Leven-Ramos called the roll. Ms. Zepeda announced that a quorum of the members was present, that this meeting was duly called, and that notice of this meeting was posted in accordance with the Texas Open Meetings Act.

PUBLIC TESTIMONY No one signed up for public testimony.

DISCUSSION AND POSSIBLE ACTION

APPROVAL OF BOARD MEMBER TRAVELS AND REIMBURSEMENT OF REASONABLE TRAVEL EXPENSES AS PER LAREDO COLLEGE BOARD POLICIES BBG(LOCAL): BOARD MEMBERS, COMPENSATION AND EXPENSES, AND BBH(LOCAL): BOARD MEMBERS, CONVENTIONS, CONFERENCES, AND WORKSHOPS – MS. LUPITA ZEPEDA/DR. MARISELA RODRIGUEZ TIJERINA

Ms. Zepeda asked Mr. Meurer if the Board can go into executive session for Items 4.A.1, 4.A.2, and 4.A.3. Mr. Meurer indicated that pursuant to Sections 551.071 (legal advice) and 551.074 (personnel) the Board may go into executive session to discuss the items. Ms. Leven-Ramos so moved to go into executive session. Dr. Carranza seconded the motion; motion carried.

EXECUTIVE SESSION At 7:12 p.m., Ms. Zepeda announced that the Board would go into executive session for the following items under Texas Government Codes 551.071 and 551.074:

Approval of Board Member Travels and Reimbursement of Reasonable Travel Expenses as per Laredo College Board Policies BBG(LOCAL): *Board Members, Compensation and Expenses*, and BBH(LOCAL): *Board Members, Conventions, Conferences, and Workshops*

- Item 4.A.1. - Community College Association of Texas Trustees Annual Conference and the Board of Trustees Institute

- Item 4.A.2. - 2021 Innovative Schools Summit
- Item 4.A.3. - 2021 Summer Leadership Institute

DISCUSSION AND POSSIBLE ACTION

APPROVAL OF BOARD MEMBER TRAVELS AND REIMBURSEMENT OF REASONABLE TRAVEL EXPENSES AS PER LAREDO COLLEGE BOARD POLICIES BBG(LOCAL): BOARD MEMBERS, COMPENSATION AND EXPENSES, AND BBH(LOCAL): BOARD MEMBERS, CONVENTIONS, CONFERENCES, AND WORKSHOPS - MS. LUPITA ZEPEDA/DR. MARISELA RODRIGUEZ TIJERINA

The Board reconvened to open session at 7:44 p.m.

Item 4.A.1. - Community College Association of Texas Trustees Annual Conference and the Board of Trustees Institute. Mr. Delgado moved that the Board authorize Ms. Leven-Ramos to attend this conference and that reimbursement be allowed as per BBG(LOCAL) policy. Judge Martinez seconded the motion. Mr. Rangel recommended Ms. Mares to attend as well. Mr. Delgado amended his motion to include Ms. Mares. Motion carried. Ms. Leven-Ramos and Ms. Mares abstained from voting.

Item 4.A.2. - 2021 Innovative Schools Summit. Judge Martinez moved to approve the reimbursement to Mr. Rangel for this travel. Dr. Carranza seconded the motion; motion failed (3-for, 4-opposed, 1-abstained).

Item 4.A.3. - 2021 Summer Leadership Institute. Mr. Delgado moved to approve the retroactive reimbursement made to Mr. Rangel for this travel. Ms. Vela seconded the motion; motion passed.

EVALUATE, SCORE, AND RANK PROPOSALS RECEIVED FOR EXECUTIVE SEARCH SERVICES AND SELECT OFFEROR - DR. MARISELA RODRIGUEZ TIJERINA

Dr. Marisela Rodriguez Tijerina, Interim President, requested the Board's rankings on the Executive Search Firms. The rankings were tallied. Dr. Rodriguez Tijerina announced the scores:

- Association of Community College Trustees – 694
- Greenwood/Asher & Associates, Inc. – 426
- EFL Associates – 408
- David Gomez Partners – 401

Mr. Delgado moved to select Association of Community College Trustees as the executive search firm for Laredo College President. Mr. Rangel seconded the motion. Ms. Mares requested cost of search done five years ago. Discussion followed. Ms. Mares suggested to add to the motion to authorize the Interim President and Board President to negotiate the contract. Mr. Delgado so amended his motion; motion carried.

FORMATION OF EXECUTIVE SEARCH COMMITTEE - DR. MARISELA RODRIGUEZ TIJERINA

This item was deferred until guidance is received from the Association of Community College Trustees.

NEXT MEETING DATE:

Thursday, August 26, 2021, 6:00 p.m. – Regular Board Meeting

ADJOURNMENT

At 8:01 p.m., Mr. Delgado moved to adjourn the meeting. Ms. Mares seconded the motion; motion carried.