

## COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for a regular meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, August 2, 2021.

The following members of the Board and District Administration were present:

Dr. John Freeman, Chairman  
Maxwell Barr, Vice-Chairman  
Adrian Calvio, Secretary by phone  
Michael Flores  
Mark Morgan  
Ben Zeichick

Cheryl T. Sparks, Ed.D., President  
Amy Burchett, Ed.D., Executive Vice-President  
Danny Campbell, Executive Dean, SWCD by phone  
Pam Callan, Executive Dean, San Angelo by phone  
Brenda Claxton, Chief Fiscal Officer/Controller by phone  
Eric Hansen, Chief Technology Systems/Data Security Officer by phone  
Rhonda Kernick, Chief Human Resources Officer by phone  
Fabian Serrano, Chief Operations and Safety/Security Officer  
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Julie Bailey, Chief of Staff  
Lee Bryant, Security  
Monica Castro, Executive Director/Lamesa by phone  
Roger Cline, *Big Spring Herald*  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects  
Cindy Smith, Dean Student Success/Public Information Officer  
Quintinn Stewart, Director Tech Support Services

Chairman John Freeman called the meeting to order at 12:30 p.m. in accordance with Texas Government Section, 551.045 with Adrian Calvio positioned in remote connection and other Trustees located in the Fireplace Room in the SUB on the Big Spring campus. Roll call was taken by voice response. Based on the suspended proceedings of the Open Meetings Act in accordance with Section 418.016 of the Texas Government Code, the meeting was open to the public through remote connection utilizing a toll-free number for audio purposes and visual presentation available on the website. The public was also entitled to participate and address the Board onsite. The meeting was recorded and will be available on the website. Maxwell Barr led the invocation.

Next, the public was given the opportunity to communicate with the board. There were no comments.

Trustees considered routine matters including the minutes of the regular meeting on June 23, 2021, monthly financials for June 2021, monthly reports of auxiliary services and personnel matters. Mr. Zeichick made the motion to approve the routine matters (see attached). Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees moved to New Business. The first item was Visioning/Future Directions. Dr. Sparks shared the COVID-19 Response Status #15 to date and the draft of the *Open Howard College* updated plan. Both documents are located on the website.

Next, under 75<sup>th</sup> anniversary initiatives, Dr. Sparks shared tentative events planned for September 30, 2021.

Next, under budget update, Trustees reviewed Howard County Appraisal District information including the certification of values and the Appraisal District proposed budget. Dr. Sparks shared the new Chief Appraiser is Patricia Davis and she will begin September 1. Jordan Partee was named as a new director.

Next, under Howard County Tax Assessor update, Trustees reviewed the 2021 tax rate calculation still undergoing completion.

Next, Trustees considered the Agreement for Assessment and Collection of Taxes. Mr. Zeichick made the motion to reaffirm the agreement. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the Tax Collection Fee Budget as presented by Dr. Sparks. Mr. Zeichick made the motion to approve the budget. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks updated Trustees on federal funds related to COVID-19 matters.

Next, Trustees considered all matters incident and related to the issuance and sale of "Howard County Junior College District Consolidated Fund Revenue Refunding Bonds, Series 2021", including the adoption of an order authorizing the issuance of such bonds and establishing procedures and delegating authority for the sale and delivery of such bonds. Mr. Flores made the motion to approve the issuance and sale of "Howard County Junior College District Consolidated Fund Revenue Refunding Bonds, Series 2021", including the adoption of an order authorizing the issuance of such bonds and establishing procedures and delegated authority to Dr. Sparks for the sale and delivery of such bonds. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared budget preparation to date which would be based on the No-New-Revenue tax rate.

The second item under New Business was Performance Measures/Outcomes. Under accountability measures, Dr. Sparks shared the schedule for Dreams Week which is one of the initiatives with Title V grant funds. This event will be held on each campus.

The third item under New Business was Monitoring. Trustees passed on purchasing and handbook and catalog changes.

Next, Trustees considered the Deans and Directors/Exempt Staff recommendation for 21-22. Mr. Barr made the motion to approve the lists as presented. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered new program certifications according to the Coordinating Board guidelines including Computer Software and Media Applications (AAS, Cert 1 and 2); Computer and Information Systems Security (AAS, Cert 1 and 2) and Instructional Aide (AAS and Cert 1). Mr. Zeichick made the motion to approve the new program certifications. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the resolution authorizing the auction of Howard County Trustee Properties to the Highest Bidder for Cash, without reservation. Mr. Flores made the motion to approve the resolution. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.


Next, Trustees were updated on construction/renovation projects. Terry Hansen shared work to date on the Big Spring/SWCD roof projects and the status of the insurance claim for hailstorm #3. Dr. Sparks shared the *Builders of San Angelo Workshop* is completed and we have received the Certificate of Occupancy. A building dedication will be held on September 30.

Next, Dr. Sparks reviewed the Board calendar of significant events, and shared thank you notes. She recognized Ken Johnson, LVN instructor on the Big Spring campus who was recently appointed to the Board of Nursing and shared an article highlighting the Howard College Distance Learning effort and DigiTex.

Lastly, Dr. Sparks shared updates on the special session of the Legislature and the special session planned for the fall.

There being no other business, Trustees adjourned at 1:37 p.m.

  
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Dr. John Freeman, Chairman

  
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Adrian Calvio, Secretary  
By Julie Bailey