

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

**Thursday, January 16, 2014**

**Zia Room – Library**

**3:00 p.m.**

### AGENDA

- |   |                |
|---|----------------|
| A. Welcome                                  | Guy Kesner     |
| B. Adoption of Agenda                       | Guy Kesner     |
| C. Approval of Minutes of December 19, 2013 | Guy Kesner     |
| D. President's Report                       | Steve McCleery |
| E. New Business                             |                |
| 1. Audit Report                             | Dan Hardin     |
| 2. Monthly Expenditures Report              | Dan Hardin     |
| 3. Monthly Revenue Report                   | Dan Hardin     |
| 4. Oil and Gas Revenue Report               | Dan Hardin     |
| 5. Schedule of Investments                  | Dan Hardin     |
| 6. Consideration of Retirement Resolution   | Steve McCleery |
| F. Public Comments                          | Guy Kesner     |
| G. Announcement of Next Meeting             | Guy Kesner     |
| H. Closure of Open Meeting                  | Guy Kesner     |
| I. Adjournment                              | Guy Kesner     |

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

DECEMBER 19, 2013

### MINUTES

The New Mexico Junior College Board met on Thursday, December 19, 2013, beginning at 3:00 p.m. in the Zia Room of Pannell Library. The following members were present: Mr. Guy Kesner, Chairman; Ms. Patricia Chappelle, Secretary; Mrs. Mary Lou Vinson; Mr. Ron Black; Mr. Zeak Williams; and Mr. Hector Baeza. Not present was Mr. Travis Glenn.

Mr. Kesner called the meeting to order and welcomed visitors and guests present: Beth Hahn, News-Sun.

Upon a motion by Mrs. Vinson, seconded by Mr. Williams, the agenda was unanimously adopted, as presented.

Upon a motion by Mr. Williams, seconded by Mr. Black, the Board unanimously approved the minutes of November 21, 2013.

*Under President's Report*, Dr. McCleery shared with the Board copies of "Complete College America" from Governor Martinez. Dr. Dennis Atherton gave an overview of the New Mexico Junior College & Lea County Independent School District: A Durable and Growing Partnership.

*Under New Business*, Dan Hardin presented the November financial reports and with a motion by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved the expenditures for November, 2013.

Dr. McCleery presented a request to transfer the ownership of college land to the County for the Equestrian Facility. The land is approximately 13.73 acres just south of the existing indoor arena, down to Millan Drive and over to the Training and Outreach Building. Upon a motion by Mrs. Vinson, seconded by Ms. Chappelle, the Board unanimously approved the request.

Dr. McCleery presented a Memorandum of Understanding between Lea County and New Mexico Junior College for an Entertainment/Recording/Live Sound and Lighting Technology Program for Board consideration. Upon a motion by Mr. Williams, seconded by Mrs. Vinson, the Board unanimously approved the Memorandum of Understanding.

Dr. McCleery presented a retirement resolution for Regina Organ. Upon a motion by Mr. Black, seconded by Ms. Chappelle, the Board unanimously adopted the resolution.

Mr. Kesner called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, January 16, 2014, beginning at 3:00 p.m.

Upon a motion by Mrs. Vinson, seconded by Mr. Black, the board meeting adjourned at 4:00 p.m.

**NEW MEXICO JUNIOR COLLEGE**  
**Expenditure Report**  
**December 2013**

50% of Year Completed

Fund	2012-13			2013-14			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Instruction	8,638,205	4,213,797	49%	9,106,822	942,881	4,494,559	49%
Academic Support	2,247,244	1,077,731	48%	2,259,588	179,838	1,149,845	51%
Student Services	1,704,267	865,852	51%	1,823,694	160,169	853,319	47%
Institutional Support	3,137,158	1,778,953	57%	3,337,419	415,216	2,025,830	61%
Operation & Maintenance of Plant	3,232,175	1,681,348	52%	3,288,327	294,107	1,729,737	53%
<b>Subtotal - Instruction &amp; General</b>	<b>18,959,049</b>	<b>9,617,681</b>	<b>51%</b>	<b>19,815,850</b>	<b>1,992,211</b>	<b>10,253,290</b>	<b>52%</b>
Student Activities	0	0	0%	0	0		0%
Research	0	0	0%	0	0		0%
Public Service	0	0	0%	0	0		0%
Internal Service Departments	81,772	93,137	114%	84,909	(766)	203,959	240%
Student Aid	543,551	466,085	86%	568,551	96,715	522,401	92%
Auxiliary Enterprises	1,780,078	1,202,562	68%	1,799,060	425,139	1,268,400	71%
Athletics	1,150,211	546,359	48%	1,019,727	71,786	656,196	64%
<b>Total Current Unrestricted Fund</b>	<b>22,514,661</b>	<b>11,925,824</b>	<b>53%</b>	<b>23,288,097</b>	<b>2,585,085</b>	<b>12,904,246</b>	<b>55%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,280,443	487,756	38%	1,280,443	81,682	464,417	36%
Student Aid	5,033,468	2,045,953	41%	5,033,468	(15,644)	2,471,557	49%
<b>Total Current Restricted Fund</b>	<b>6,313,911</b>	<b>2,533,709</b>	<b>40%</b>	<b>6,313,911</b>	<b>66,038</b>	<b>2,935,974</b>	<b>47%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	9,149,363	3,000,586	33%	15,096,621	521,046	5,721,908	38%
Projects from State GOB Funds	222,313	9,814	4%	3,324,582	0	2,714,359	0%
Projects from State STB Funds	521,652	34,652	7%	1,487,000	0	1,023,485	0%
Projects from General Fund	19,115	13,136	69%	343,436	956	23,061	7%
Projects from Private Funds	5,965	1,288	22%	0	0	398,581	0%
Projects from State ER&R	568,173	185,734	33%	671,725	2,065	298,581	44%
Projects from State BR&R	1,815,302	635,361	35%	1,003,998	52,225	562,770	56%
Subtotal - Capital and BR&R	12,301,883	3,880,571	32%	21,927,362	576,292	10,742,745	49%
<b>Debt Service</b>							
Revenue Bonds	0	0	0%	0	0	0	0%
<b>Total Plant Funds</b>	<b>12,301,883</b>	<b>3,880,571</b>	<b>32%</b>	<b>21,927,362</b>	<b>576,292</b>	<b>10,742,745</b>	<b>49%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>41,130,455</b>	<b>18,340,104</b>	<b>45%</b>	<b>51,529,370</b>	<b>3,227,415</b>	<b>26,582,965</b>	<b>52%</b>

# NEW MEXICO JUNIOR COLLEGE

## Revenue Report

### December 2013

50% of Year Completed

Fund	2012-13			2013-14			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	3,684,200	2,747,011	75%	3,684,200	520,660	3,010,191	82%
State Appropriations	5,888,800	3,044,898	52%	5,933,300	490,950	2,945,700	50%
Advalorem Taxes - Oil and Gas	6,100,000	4,490,115	74%	6,455,000	1,721,382	5,532,250	86%
Advalorem Taxes - Property	5,255,000	1,405,118	27%	5,455,000	2,216,038	2,216,038	41%
Interest Income	5,000	905	18%	5,000	43	803	16%
Other Revenues	292,526	153,868	53%	356,361	15,108	142,915	40%
<b>Subtotal - Instruction &amp; General</b>	<b>21,225,526</b>	<b>11,841,915</b>	<b>56%</b>	<b>21,888,861</b>	<b>4,964,181</b>	<b>13,847,897</b>	<b>63%</b>
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	24,000	7,962	33%	24,000	2,496	7,656	32%
Auxiliary Enterprises	2,198,000	1,626,389	74%	2,213,000	87,849	1,345,771	61%
Athletics	326,200	163,570	50%	330,900	27,463	164,988	50%
<b>Total Current Unrestricted</b>	<b>23,773,726</b>	<b>13,639,836</b>	<b>57%</b>	<b>24,456,761</b>	<b>5,081,989</b>	<b>15,366,312</b>	<b>63%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,290,682	534,623	41%	1,179,460	107,424	437,185	37%
Student Aid	5,033,468	2,048,025	41%	5,033,468	0	2,278,155	45%
<b>Total Current Restricted</b>	<b>6,324,150</b>	<b>2,582,648</b>	<b>41%</b>	<b>6,212,928</b>	<b>107,424</b>	<b>2,715,340</b>	<b>44%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	0	0	0%	0	0	0	0%
Projects from State STB Funds	1,240,754	34,652	3%	427,000	0	109,855	0%
Projects from General Fund	0	0	0%	0	0	0	0%
Projects from Private Funds	0	3,750	0%	0	0	0	0%
Interest Income (LGIP)	30,000	8,865	30%	30,000	1,307	6,378	21%
<b>Total Plant Funds</b>	<b>1,270,754</b>	<b>47,267</b>	<b>4%</b>	<b>457,000</b>	<b>1,307</b>	<b>116,233</b>	<b>25%</b>
<b>GRAND TOTAL REVENUES</b>	<b>31,368,630</b>	<b>16,269,751</b>	<b>52%</b>	<b>31,126,689</b>	<b>5,190,720</b>	<b>18,197,885</b>	<b>58%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### December 2013

50% of Year Completed

		OIL		GAS		COMBINED		
Sales	Month of Distribution	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2013-14 Original Budget	Variance Over (Under) Budget
Actual	July	\$78.08	3,279,028	\$4.85	14,257,158	876,131	400,000	476,131
Actual	August	\$101.07	3,476,512	\$5.42	14,665,344	954,096	400,000	554,096
Actual	September					1,125,403	400,000	725,403
Actual	October					1,088,774	400,000	688,774
Accrual	November					400,000	400,000	0
Accrual	December					400,000	400,000	0
Accrual	January						400,000	(400,000)
Accrual	February						400,000	(400,000)
Accrual	March						400,000	(400,000)
Accrual	April						400,000	(400,000)
Accrual	May						400,000	(400,000)
Accrual	June						400,000	(400,000)
Y.T.D. Production Tax Revenue						4,844,404	4,800,000	(44,404)
Y.T.D. Equipment Tax Revenue						687,846	1,655,000	967,154
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>5,532,250</u>	<u>6,455,000</u>	<u>922,750</u>

*Source: New Mexico Taxation and Revenue Department*

**NEW MEXICO JUNIOR COLLEGE**  
**Schedule of Investments**  
**December 2013**

50% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	9,589,592	7102-1348	0.104%	1,307
Plus deposits	0			
Less withdrawals	0			
<b>Total LGIP investments</b>	<u><b>9,589,592</b></u>			<u><b>1,307</b></u>

Capital Projects	12/31/2013
Vehicles	267,528.92
Technology Upgrade	23,068.44
JASI	66,039.44
WHM South Gallery	291,621.57
Baseball Field	30,162.95
Rodeo Arena	49,653.12
Original Entrance Landscaping	4,627.16
Student Housing Construction	557,712.44
Luminis Software	11,568.00
Campus Signage	0.00
Roof Replacement	27,382.26
Dorm/Apartment Refurbish	1,649.83
Campus Construction	19,752.27
Oil & Gas Training Ctr	0.00
Maintenance Equipment	3,452.01
Public Sector	1,826.53
Campus Security	5,931.65
Track/Arena Area Enhancement	15,294.58
Lumens Software-Distance Learnig	5,000.00
Welding Lab	41,246.00
Copier Replacement	0.00
Non-Recurring Compensation	552,169.10
Athletics	5,638.96
Student Life Programming	17,440.37
Warehouse/Cont Ed Remodel	1,640.92
Succession Plan	108,152.25
Energy Technology Equipment	548,390.00
WHM Exhibits	133,650.93
Remodel McLean	133,400.84
Senior Warm Water Wellness Ctr	1,500,000.00
Paradigms Users Fees	6,345.00
Track Upgrades	1,894,649.24
Driving Range Upgrades	200,000.00
Lockheed Martin Nuclear Training	500,000.00
Cosmetology Remodel	400,000.00
Equine Program	103,852.20
Entertainment Technology	300,215.30
Channel 19 Upgrade	25,000.00
FERPA & Title IX	18,229.50
Professional Development HS	14,036.29
Equestrian Center	3,000,000.00
Infrastructure Upgrade	1,473,937.50
Workforce Training Contingency	6,929.62
<b>Total</b>	<b>12,367,195.19</b>

NOTE: Capital projects total does not include encumbered funds

# RESOLUTION

## Patricia Ann Knapp

- WHEREAS,** **Patricia Ann Knapp**, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for thirty-one and one half years; and
- WHEREAS,** **Patricia Ann Knapp** has served as Records Administrator from 1985 to 2014; and
- WHEREAS,** **Patricia Ann Knapp** has served as Assistant Registrar from 1982 to 1985; and
- WHEREAS,** **Patricia Ann Knapp** has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS,** **Patricia Ann Knapp** has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** **Patricia Ann Knapp**, as a staff member, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** **Patricia Ann Knapp** has elected to retire the 1st day of February 2014.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Patricia Ann Knapp** for her service and dedication to New Mexico Junior College.

ADOPTED THIS 16th day of January 2014.

ATTEST: \_\_\_\_\_

New Mexico Junior College Board Chairman

\_\_\_\_\_

New Mexico Junior College Board Secretary

