

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

**Thursday, October 17, 2013**

**Zia Room - Library**

**3:30 p.m.**

## AGENDA

- |  |                |
|--|----------------|
| A. Welcome                                   | Guy Kesner     |
| B. Adoption of Agenda                        | Guy Kesner     |
| C. Approval of Minutes of September 26, 2013 | Guy Kesner     |
| D. President's Report                        | Steve McCleery |
| E. New Business                              |                |
| 1. Monthly Expenditures Report               | Dan Hardin     |
| 2. Monthly Revenue Report                    | Dan Hardin     |
| 3. Oil and Gas Revenue Report                | Dan Hardin     |
| 4. Schedule of Investments                   | Dan Hardin     |
| 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

SEPTEMBER 26, 2013

### MINUTES

The New Mexico Junior College Board met on Thursday, September 26, 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; Mr. Travis Glenn; Mrs. Mary Lou Vinson; Mr. Ron Black; Mr. Zeak Williams; and Mr. Hector Baeza.

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

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

Upon a motion by Ms. Chappelle, seconded by Mrs. Vinson, the Board unanimously approved the minutes of August 22, 2013.

***Under President's Report,*** Dr. McCleery informed the Board that the "Art of the Fish" show will open tonight at the museum and the Legislative Health & Human Services Committee will meet on campus October 2 - 4. August Fons introduced the Automotive Technology faculty and reported that the programs had been reaccredited for 5 years by NATEF. Robert Rhodes presented a Lockheed Martin courseware development update.

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

Dr. McCleery presented a Memorandum of Understanding Between Lea County and New Mexico Junior College for an Indoor Equestrian Facility for Board consideration. After some discussion and upon a motion by Mr. Glenn, seconded

by Ms. Chappelle, the Board unanimously approved the Memo of Understanding. Mr. Ron Black abstained from the vote.

Dan Hardin presented the requested Research & Public Service Projects (RPSP) for fiscal year 2015. The administration is asking for approval to continue to request the RPSP funding from the State of New Mexico Higher Education Department. First is Athletics in the amount of \$330,900.00, Oil & Gas Training in the amount of \$176,700.00, the Nursing Expansion program in the amount of \$72,900.00, the Lea County Distance Education Consortium for \$30,000.00. These are the amounts that were funded for FY 14. Upon a motion by Mr. Black, seconded by Mr. Williams, the Board unanimously approved the projects.

Mr. Hardin presented a request to purchase one F-550 28 passenger bus at a cost of \$79,482 and one F-550 20 passenger bus with handicap lift at a cost of \$84,460 (totaling \$163,942) from Creative Bus Sales, under their CES Contract. The F-550 has a greater load capacity over the E-450, as well as other suspension and steering safety benefits. On August 22, 2013, the Board had approved the purchase of two Ford E-450 people carriers from Don Chalmers Ford in Rio Rancho, NM under CES Contract #2012-003-055-006DCH, totaling \$132,042. CES has informed us that Don Chalmers Ford is not certified and approved to sell vehicles larger than E-350. After much discussion, Mrs. Vinson made a motion to table the request. Mr. Glenn seconded the motion. The motion failed. Upon a motion by Mr. Black, seconded by Mr. Williams, the Board approved the request to purchase the buses from Creative Bus Sales.

Regina Choate presented Request for Proposals #112 – Purchase of an Enterprise Reporting Solution. The administration recommended acceptance of the proposal submitted by Evisions, Inc. for \$65,070. Upon a motion by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved the recommendation.

Jeff McCool recommended Ms. Courtney Nelson for the Director of Energy Programs position at an annual salary of \$59,618. Upon a motion by Mrs. Vinson, seconded by Mr. Glenn, the Board unanimously approved the employment of Ms. Nelson, effective October 1, 2013.

Dr. McCleery presented a retirement resolution to Barbara Ann Summers.

Mr. Kesner called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, October 17, 2013, beginning at 3:30 p.m. The Board will then have a joint-special meeting with the Lea County Board of County Commissioners, City of Hobbs City Commissioners, and the Hobbs Municipal School Board beginning at 6:00 p.m.

Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the board meeting adjourned at 4:35 p.m.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### September 2013

25% 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	1,749,803	20%	9,106,822	795,515	1,930,215	21%
Academic Support	2,247,244	590,551	26%	2,259,588	177,228	567,635	25%
Student Services	1,704,267	420,571	25%	1,823,694	140,771	410,276	22%
Institutional Support	3,137,158	915,168	29%	3,337,419	296,250	929,863	28%
Operation & Maintenance of Plant	3,232,175	884,030	27%	3,288,327	181,586	838,360	25%
<b>Subtotal - Instruction &amp; General</b>	<b>18,959,049</b>	<b>4,560,123</b>	<b>24%</b>	<b>19,815,850</b>	<b>1,591,350</b>	<b>4,676,349</b>	<b>24%</b>
Student Activities	0		0%	0	0		0%
Research	0		0%	0	0		0%
Public Service	0		0%	0	0		0%
Internal Service Departments	81,772	(25,497)	-31%	84,909	2,983	17,003	20%
Student Aid	543,551	332,711	61%	568,551	50,368	376,164	66%
Auxiliary Enterprises	1,780,078	829,110	47%	1,799,060	134,722	595,977	33%
Athletics	1,150,211	368,889	32%	1,019,727	114,882	441,740	43%
<b>Total Current Unrestricted Fund</b>	<b>22,514,661</b>	<b>6,065,336</b>	<b>27%</b>	<b>23,288,097</b>	<b>1,894,305</b>	<b>6,107,233</b>	<b>26%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,280,443	211,426	17%	1,280,443	88,973	211,601	17%
Student Aid	5,033,468	1,810,692	36%	5,033,468	290,420	2,270,332	45%
<b>Total Current Restricted Fund</b>	<b>6,313,911</b>	<b>2,022,118</b>	<b>32%</b>	<b>6,313,911</b>	<b>379,393</b>	<b>2,481,933</b>	<b>39%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	9,148,635	2,734,183	30%	12,787,830	227,517	4,861,608	38%
Projects from State GOB Funds	222,313	4,371	2%	3,324,582	0	2,708,389	0%
Projects from State STB Funds	521,652	34,652	7%	1,487,000	0	1,017,500	0%
Projects from General Fund	12,687	7,558	60%	0	5,766	5,766	0%
Projects from Private Funds	5,965	700	12%	0	0	0	0%
Projects from State ER&R	568,173	133,585	24%	671,725	125,662	264,482	39%
Projects from State BR&R	1,815,302	419,709	23%	1,003,998	9,923	406,919	41%
Subtotal - Capital and BR&R	12,294,727	3,334,758	27%	19,275,135	368,868	9,264,664	48%
<b>Debt Service</b>							
Revenue Bonds	0	0	0%	0	0	0	0%
<b>Total Plant Funds</b>	<b>12,294,727</b>	<b>3,334,758</b>	<b>27%</b>	<b>19,275,135</b>	<b>368,868</b>	<b>9,264,664</b>	<b>48%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>41,123,299</b>	<b>11,422,212</b>	<b>28%</b>	<b>48,877,143</b>	<b>2,642,566</b>	<b>17,853,830</b>	<b>37%</b>

# NEW MEXICO JUNIOR COLLEGE

## Revenue Report

### September 2013

25% 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	1,883,960	51%	3,684,200	96,396	2,065,648	56%
State Appropriations	5,888,800	1,530,291	26%	5,933,300	490,950	1,472,850	25%
Advalorem Taxes - Oil and Gas	6,100,000	1,377,288	23%	6,455,000	876,131	1,676,131	26%
Advalorem Taxes - Property	5,255,000	0	0%	5,455,000	0	0	0%
Interest Income	5,000	184	4%	5,000	101	205	4%
Other Revenues	292,526	101,185	35%	356,361	7,455	17,265	5%
<b>Subtotal - Instruction &amp; General</b>	<b>21,225,526</b>	<b>4,892,908</b>	<b>23%</b>	<b>21,888,861</b>	<b>1,471,033</b>	<b>5,232,099</b>	<b>24%</b>
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	24,000	4,756	20%	24,000	1,240	1,240	5%
Auxiliary Enterprises	2,198,000	1,142,475	52%	2,213,000	654,321	1,024,192	46%
Athletics	326,200	81,550	25%	330,900	27,425	54,850	17%
<b>Total Current Unrestricted</b>	<b>23,773,726</b>	<b>6,121,689</b>	<b>26%</b>	<b>24,456,761</b>	<b>2,154,019</b>	<b>6,312,381</b>	<b>26%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,290,682	313,961	24%	1,179,460	88,973	227,526	19%
Student Aid	5,033,468	1,489,536	30%	5,033,468	0	1,816,541	36%
<b>Total Current Restricted</b>	<b>6,324,150</b>	<b>1,803,497</b>	<b>29%</b>	<b>6,212,928</b>	<b>88,973</b>	<b>2,044,067</b>	<b>33%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
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	0	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	3,553	12%	30,000	1,245	2,499	8%
<b>Total Plant Funds</b>	<b>1,270,754</b>	<b>41,955</b>	<b>3%</b>	<b>457,000</b>	<b>1,245</b>	<b>2,499</b>	<b>1%</b>
<b>GRAND TOTAL REVENUES</b>	<b>31,368,630</b>	<b>7,967,141</b>	<b>25%</b>	<b>31,126,689</b>	<b>2,244,237</b>	<b>8,358,947</b>	<b>27%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### September 2013

25% 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
Accrual	July	\$78.08	3,279,028	\$4.85	14,257,158	876,131	400,000	476,131
Accrual	August					400,000	400,000	0
Accrual	September					400,000	400,000	0
Accrual	October						400,000	(400,000)
Accrual	November						400,000	(400,000)
Accrual	December						400,000	(400,000)
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						1,676,131	4,800,000	(3,123,869)
Y.T.D. Equipment Tax Revenue						0	1,655,000	(1,655,000)
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>1,676,131</u>	<u>6,455,000</u>	<u>(4,778,869)</u>

*Source: New Mexico Taxation and Revenue Department*

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

### September 2013

25% 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%	1,245
Plus deposits	0			
Less withdrawals	0			
<b>Total LGIP investments</b>	<u><b>9,589,592</b></u>			<u><b>1,245</b></u>

Capital Projects	9/30/2013
Vehicles	313,260.91
Technology Upgrade	194,963.55
JASI	66,039.44
WHM South Gallery	335,002.30
Baseball Field	30,162.96
Rodeo Arena	93,075.75
Original Entrance Landscaping	23,421.33
Student Housing Construction	557,712.44
Luminis Software	11,568.00
Campus Signage	28,854.85
Roof Replacement	27,382.26
Dorm/Apartment Refurbish	1,740.67
Campus Construction	47,752.35
Oil & Gas Training Ctr	0.00
Maintenance Equipment	3,452.01
Public Sector	1,826.53
Campus Security	9,402.40
Track/Arena Area Enhancement	15,797.78
Lumens Software-Distance Learnig	5,000.00
Welding Lab	41,246.00
Copier Replacement	48,895.00
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	138,490.93
Remodel McLean	133,400.84
Senior Warm Water Wellness Ctr	1,500,000.00
Paradigms Users Fees	6,345.00
Track Upgrades	3,084,964.86
Driving Range Upgrades	200,000.00
Lockheed Martin Nuclear Training	600,000.00
Cosmetology Remodel	400,000.00
Equine Program	123,256.00
Entertainment Technology	300,215.30
Cafeteria Upgrade	0.00
New Horizons Resources	0.00
Channel 19 Upgrade	25,000.00
FERPA & Title IX	18,229.50
Infrastructure Upgrade	1,473,937.50
Workforce Training Contingency	7,430.40
<b>Total</b>	<b>11,101,258.46</b>

NOTE: Capital projects total does not include encumbered funds