Minutes of Regular Meeting

The Board of Trustees
Kilgore Junior College District

A Regular Meeting of the Board of Trustees of Kilgore Junior College District was held Monday, April 8, 2019, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor with the following members present:

Joe Carrington
Lon Ford
Brian Nutt, Vice President
Karol Pruett, Secretary
Jon Rowe
Cecelia Sanders
Larry Woodfin, President

The following members were absent: Scott Andrews and Janice Bagley

I. CALL TO ORDER
   A. Invocation and Pledge of Allegiance

Larry Woodfin called the meeting to order at 6:00pm. Dr. Mike Jenkins led the invocation. Larry Woodfin led the Pledge of Allegiance.

II. COLLEGE SPOTLIGHTS
   A. Program/Employee/Student Spotlight - Developmental Ed - Doing the Right Thing for the Right Reason!

   Presenter: Becky Johnson, Jason Graves, Brandon Walker

Becky Johnson, Jase Graves and Brandon Walker were honored for their work in recreating the developmental educational model at KC.

Developmental Ed on next page
SCALING STUDENT SUCCESS: KILGORE COLLEGE'S DEVELOPMENTAL JOURNEY

Becky Johnson
Dean of Arts and Mathematical Sciences
rjohnson@kilgore.edu

Jason Graves
Chair, Language Development Department
jgraves@kilgore.edu

Brandon Walker
Chair, Mathematics, Engineering, Physics
bwalker@kilgore.edu

Developmental Ed cont. on next page

April 8, 2019 Minutes
Brief History of Dev Ed at KC

2003 TSI (Texas Success Initiative) originated
Reading, writing, and math

Fall 2011-Spring 2016
Dropped lower level ENGL and READ
Piloted sections of INRW and co-requisite courses

Spring 2016
Decided to go “all in” with co-requisite courses in ENGL

Fall 2016
Received College Readiness Success Model grant to “begin” co-requisite courses

60X30TX

By 2030, 60% of students ages 25-34 will earn a certificate or degree.

2nd goal—Completion
3rd goal—Marketable skills
4th goal—Student debt
Developmental Ed cont.

**PATH TO COLLEGE LEVEL ENGLISH THROUGH THE YEARS**

- **Traditionally**
  - ENGL 0304 → READ 0304
  - ENGL 0306 → READ 0306
  - ENGL 0308 → READ 0308
  - ENGL 1301 (college-level)
  - 18 HRS OF DEV ED

- **Next Phase**
  - ENGL 0307
  - ENGL 1301 (college-level)
  - 6 HRS OF DEV ED

- **Current Sequence**
  - ENGL 0307
  - ENGL 1301 (college-level)
  - ENGL 1301 (college-level)
  - 5 HRS OF DEV ED

**DEVELOPMENTAL ENGLISH**

**ENGL 0307**

- ENGL 0307 (Integrated Reading and Writing)
- Our only remaining “stand-alone” developmental English course (down from six separate 3 credit-hour courses)
- Designed for students who need focused instruction in basic writing and reading skills
- Includes classroom instruction and a lab component (4-hours per week)
- Successful students progress to the college-level composition course with a supporting course (co-requisite).

Developmental Ed cont. on next page

April 8, 2019 Minutes
DEVELOPMENTAL ENGLISH
ENGL 1301 + ENGL 0201

- For students who passed either reading or writing on the TSI placement test.

- Students take the college-level English Composition I course (ENGL 1301) + a two-hour co-requisite Integrated Reading and Writing course (ENGL 0201) to help them be successful in the college-level course.

- Students may also take other reading-intensive college-level courses simultaneously (History, Government, Psychology, etc.).

- Students have access to the KC Writing Studio and Tutor.com for assistance.

- Since 2016, 754 KC students have earned college-level credit in this model.

  (Formerly, they would have been blocked from doing so until they completed the developmental sequence.)

PATH TO COLLEGE LEVEL MATH THROUGH THE YEARS

Traditionally

BASE MATH

BEGINNING ALGEBRA

INTERMEDIATE ALGEBRA

9 HRS OF DEV ED

2015 - 2018

BASE MATH

BEGINNING ALGEBRA

INTERMEDIATE ALGEBRA

8 HRS OF DEV ED

FALL 2019

BASE MATH

BEGINNING ALGEBRA

INTERMEDIATE ALGEBRA

ONE HOUR CO-REQ WITH COLLEGE LEVEL CLASS

6 HRS OF DEV ED

THREE HOUR CO-REQ WITH COLLEGE LEVEL CLASS

6 OR 7 HRS OF DEV ED

ONE HOUR CO-REQ WITH TECH MATH CLASS

4 HRS OF DEV ED

Developmental Ed cont. on next page
MATH TIMELINE

2015 - 2018
STEM and Non-STEM Pathway
1 hour co-requisite with college level class for Non-STEM
Traditional Pathway for STEM (Beginning and Intermediate Algebra)

2018 - 2019
STEM and Non-STEM Pathway modified
1 hour co-requisite with college level class for Non-STEM
2 hour co-requisite with college level class for STEM
Intermediate Algebra eliminated

2019 - 2020
STEM Pathway, Non-STEM Pathway, and Tech Math Pathway
3 hour co-requisite with college level class for STEM and Non-STEM
1 hour co-requisite for Tech Math Pathway
Beginning and Intermediate Algebra eliminated

DATA: PASS RATES (A,B,C)

Spring 2017
Non-STEM Co-requisite: 60%
Intermediate Algebra: 48%
Non-STEM College ready: 70%

Fall 2017
Non-STEM Co-requisite: 61%
Intermediate Algebra: 43%
Non-STEM College ready: 69%

Spring 2018
Non-STEM Co-requisite: 64%
Intermediate Algebra: 57%
Non-STEM College ready: 67%

Fall 2018
Non-STEM Co-requisite: 64%
Non-STEM College ready: 67%
STEM Co-requisite: 43%
STEM College ready: 69%
B. Student Success Spotlight - Fall 2018 Student Success and Retention
Presenter: Dr. Staci Martin

Fall 2018
Student Success & Retention

Dr. Staci Martin
Vice President of Institutional Planning
April 8, 2019
III. CITIZEN COMMENTS

There were no citizen comments.

IV. CONSENT AGENDA

A. To consider approving the minutes of the March 2, 2019 Board Retreat and the March 4, 2019 regular board meeting

B. To consider the following personnel items:

1. Consider and authorization to accept employee resignation as follows:
   a. Men’s Assistant Basketball Coach, effective March 31, 2019 after two years and eleven months of service
   b. ESOL Instructor, effective August 31, 2019 after three years of service
   c. Adult Education & Literacy Teacher, effective March 15, 2019 after one year and eleven months of service
   d. Professional Support Assistant - Intake & Placement, Workforce, effective March 19, 2019 after five months of service
   e. Associate Degree Nursing Instructor, effective August 31, 2019 after seven years of service
2. **Consider and authorization to accept employee retirement as follows:**
   a. Professional Support Assistant, Financial Aid, effective April 30, 2019 after thirty-four years and eight months of service

3. **Consider and authorization to renew faculty contracts as follows:**
   a. Head Men's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2019 - May 31, 2020
   b. Head Women's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2019 - May 31, 2020

4. **Recommendation of employment as follows:**
   a. Workforce Development Specialist, KC Longview effective April 1, 2019

C. To consider payment of legal fees for services rendered

Joe Carrington made the motion to accept the Consent Agenda as presented. Karol Pruett seconded the motion. The motion passed unanimously.

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**Personnel Agenda**

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**Kilgore Junior College District**  
**Personnel Agenda**  
**April 8, 2019**

1. **Recommendation to accept employee resignation as follows:**
   a. Mr. Matthew Wilson, Men's Assistant Basketball Coach, effective March 31, 2019 after two years and eleven months of service
   b. Ms. Tira Luther, ESOL Instructor, effective August 31, 2019 after three years of service
   c. Ms. Vicki Sexton, Adult Education & Literacy Teacher, effective March 15, 2019 after one year and eleven months of service
   d. Ms. Latoya Bradley, Professional Support Assistant- Intake & Placement, WF, effective March 19, 2019 after five months of service
   e. Ms. Terri Peerenboom, Associate Degree Nursing Instructor, effective August 31, 2019 after seven years of service
   f. Mr. Corrie Thibodeaux, Bookstore Manager, effective April 12, 2019 after four years of service

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**Personnel Agenda cont. on next page**
2. Recommendation to accept employee retirement as follows:

   a. Ms. Beverly Davis, Professional Support Assistant – Financial Aid, effective April 30, 2019 after thirty-four years and eight months of service

3. Recommendation for renewal of faculty contracts as follows:

   a. Mr. Brian Hoberecht, Head Men’s Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2019 – May 31, 2020

   b. Ms. Addie Lees, Head Women’s Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2019 – May 31, 2020

4. Recommendation of employment as follows:

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>LOCATION</th>
<th>SALARY/RATE OF PAY</th>
<th>HIRE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Janis Carrington</td>
<td>Workforce Development Specialist</td>
<td>KC – Longview</td>
<td>$1,666.67/pay period 12 mo. equivalent = $40,000</td>
<td>April 1, 2019</td>
</tr>
</tbody>
</table>

V. EXECUTIVE SESSION

The Board of Trustees did not go into executive session.

VI. BOARD COMMITTEE REPORTS & ACTION ITEMS

A. Investment/Finance/Audit Committee - Joe Carrington, Chair

   1. INFORMATION ITEM: Review of FY18 Audit

   Presenter: Weaver and Tidwell, LLP

Audit Report on next page
### Statement of Revenues, Expenses and Changes in Net Position

**(Kilgore Junior College District)**

<table>
<thead>
<tr>
<th>REVENUES AND OTHER NONOPERATING REVENUES:</th>
<th>$ 7,997,725</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and fees [net of discounts 58,182,811]</td>
<td>14,012,141</td>
</tr>
<tr>
<td>Federal funds</td>
<td>14,604,491</td>
</tr>
<tr>
<td>State funds</td>
<td>5,954,291</td>
</tr>
<tr>
<td>Auxiliary enterprises [net of discounts of $2,000,000]</td>
<td>6,765,580</td>
</tr>
<tr>
<td>Other</td>
<td>2,356,514</td>
</tr>
<tr>
<td><strong>Total revenues and other nonoperating revenues</strong></td>
<td><strong>45,718,766</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES AND OTHER NONOPERATING EXPENSES:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>15,350,721</td>
</tr>
<tr>
<td>Public service</td>
<td>9,164,09</td>
</tr>
<tr>
<td>Academic support</td>
<td>33,132,827</td>
</tr>
<tr>
<td>Student services</td>
<td>2,816,211</td>
</tr>
<tr>
<td>Institutional support</td>
<td>8,790,565</td>
</tr>
<tr>
<td>Operation and maintenance of plant</td>
<td>4,765,159</td>
</tr>
<tr>
<td>Scholarships and fellowships</td>
<td>4,172,066</td>
</tr>
<tr>
<td>Auxiliary enterprises</td>
<td>5,259,811</td>
</tr>
<tr>
<td>Depreciation</td>
<td>1,654,154</td>
</tr>
<tr>
<td>Other</td>
<td>109,083</td>
</tr>
<tr>
<td><strong>Total expenses and other nonoperating expenses</strong></td>
<td><strong>49,379,110</strong></td>
</tr>
</tbody>
</table>

| Change in net position | (4,660,344) |
| Net position - beginning, as originally reported | 30,444,060 |
| Prior period adjustment - implementation of GASB 75 for OPEB | (8,406,220) |
| **Net position - beginning, as adjusted** | **22,037,840** |
| **NET POSITION - Ending** | **27,378,188** |
Summary of the Auditor’s Results

• Opinion on the Basic Financial Statements
  - Unmodified or “Clean” Opinion.
  - Highest Level of Assurance that can be given on Financial Statements.
  - Audit conducted in accordance with Auditing Standards generally accepted in the United States of America and the Government Auditing Standards, issued by the Comptroller General of the United States.
  - No material weaknesses.
  - Four deficiencies noted which were not material but are identified as areas for improvement.
  - No noncompliance.

Summary of the Auditor’s Results

• Opinion on the Compliance with Major Programs
  - Unmodified or “Clean” Opinion.
  - Major Programs tested:
    • Student Financial Aid Cluster 84.007, 84.033, 84.063 and 84.268
  - No material weaknesses.
  - No significant deficiencies.
  - No noncompliance.
2. ACTION ITEM: To consider approval of correction of Tax Abatement agreement dated August 10, 2018, between the City of Kilgore and Orgill, Inc., Ryder Truck Rental, Inc., and OG Dallas TX Landlord, LLC whose interest in the real property was assigned to Hammer Time Owner (TX) LP and which Assignment was approved by the City Council on December 11, 2018. Due to a miscalculation related to the start date of the Tax Abatement contract, the first year of tax abatement was incorrectly identified and should begin on January 1, 2020 and end on December 31, 2025 to allow the abatement dates to track with the construction schedule.

Presenter: Amanda Nobles, Director of Kilgore Economic Development Corp.

Joe Carrington made the motion to accept Action Item 2 as presented. Because the motion came from a committee a second is not required. The motion passed unanimously.

Orgill Tax Abatement on next page
March 12th, 2019

Dr. Brenda Kays - President
Kilgore College
1100 Broadway Blvd.
Kilgore, TX 75662

Dear Dr. Kays:

Due to a calculation related to the start date of Orgill's Tax Abatement contract, we ask the Kilgore College to consent on a change regarding the start date within the abatement. Once changed, the agreement will state the tax abatement will begin on January 1, 2020 and end on December 31, 2029, thus allowing the abatement dates to track with the construction schedule.

If you have any questions or concerns, please don't hesitate to give us a call.

Respectfully,

Austin Clark
Business Retention Specialist
3. INFORMATION ITEM: Tax Abatement Certificates of Compliance  
Presenter: Amanda Nobles, Director of Kilgore Economic Development Corp.

Amanda Nobles stated that Skeeter Products, Inc. is in compliance for the third year of a six-year tax abatement dated 5/12/16.

March 12, 2019  
Dr. Brenda Kays - President  
Kilgore College  
1100 Broadway Blvd.  
Kilgore, TX 75662

Dear Dr. Kays:

Kilgore EDC asks the Kilgore College to rule Skeeter Products, Inc. in compliance for the third year of a six-year tax abatement dated 5/12/2016. Skeeter Products, Inc. is located in Reinvestment Zone #2015-1 and this is also the final year for a 100% abatement. The required criterion for Skeeter is as follows:

1. Company is required to create 20 jobs over a base of 203 prior to 3/31/2018. The current employment is at 293 which makes Company in compliance for Job Creation.

2. Company is required to invest $3,700,000 in Real and Personal property improvements over a base of $15,801,830. The Company’s actual investment is at $4,677,490 which makes Company in compliance for Investment.

If you have any questions or concerns, please don’t hesitate to give us a call.

Respectfully,

Austin Clark  
Business Retention Specialist

City of Kilgore  
Tax Abatement / Job Creation Summary  
As of 12-31-18

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Reinvestment Zone</th>
<th>Abatement Schedule</th>
<th>Current Year</th>
<th>Percentage Abated</th>
<th>Jobs to be Created</th>
<th>Prior To</th>
<th>Total Jobs Existing</th>
<th>Current Employment</th>
<th>Investment By Company</th>
<th>Other Abandoned Taxing Entities</th>
<th>Compliance This Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skeeter Products, Inc.</td>
<td>2014-1</td>
<td>1</td>
<td>1</td>
<td>100%</td>
<td>2017</td>
<td>20</td>
<td>3/31/2018</td>
<td>203</td>
<td>$4,677,490</td>
<td>City of Kilgore</td>
<td>Yes</td>
</tr>
</tbody>
</table>

* See notes below  
A - Actual  
B - Base  
C - Calculated  
D - Required  
E - Required  
F - Required  
G - Required  
H - Required  
I - Required  
J - Required

April 8, 2019 Minutes
March 22, 2019

Dr. Brenda Keys, President
Kilgore College
1100 Broadway
Kilgore, Texas 75662-3204

RE: Compressor ruling

Dear Dr. Keys:

In its opinion delivered on November 16, 2018, the Texas Supreme Court denied Galveston CAD’s motion for rehearing in EXLP Leasing and EES Leasing v. Galveston CAD. As you recall, at issue was whether the statutory scheme for appraising leased dealer heavy-equipment inventory was unconstitutional and whether site should be in the county where the equipment is located. Last March, the Court had ruled in favor of the compressor companies and against the CAD and held that the CAD failed to rebut the presumption that Tax Code section 23.1241 is constitutionally valid. Galveston CAD asked the Court to rehear the case, which the Court declined.

As result of this opinion several CADs where subject to 25.25 motions to correct the appraisal rolls for tax years 2013 thru 2017 on the compressors that had been appraised as personal property and not as heavy-equipment inventory. We received a motion for JW Power Company to correct the appraisal rolls for tax years 2013 thru 2017 after consultation with our attorneys they advised us that these motions were valid and that would need to be heard at our next ARB meeting. The Rusk CAD Arb is scheduled to meet on May 3, 2019 at which time this motion will be presented to them to approve the corrections to the 2013 thru 2017 appraisal rolls. As a result the taxes that JW Power paid for the 2013 thru 2017 tax years will have to be refunded. These refunds are not subject to interest if refunded without interest. I have attached a detail of the refund amounts by year.

Once the ARB approves this motion, I will notify the tax office of the values to be removed for each tax year in dispute and they will initiate the refund process. Mrs. Lamita Whitehead at the Rusk County Tax office will contact you for any additional funds needed to satisfy these refunds.

Should you have any questions, please do not hesitate to call.

Respectfully,
Rusk County Appraisal District

Weidom R. Cook, RPA, CCA
Chief Appraiser

CC: Mr. Fred Gore, Vice President of Administrative Services
Mrs. Lamita Whitehead, Rusk County Tax Assessor/Collector

| Year | Rusk Co | HPSID | WBSD | TISD | KISD | MTFISD | LID | New London | KEC | Co School | RCGWD | SPEC.RD | RESD | GESD | Total |
|------|---------|-------|------|------|------|--------|-----|------------|-----|-----------|-------|---------|------|------|-------|-------|
| 2013 | $65,082.89 | $152,872.70 | $29,570.09 | $13,357.00 | $3,720.53 | $29,411.00 | $3,379.20 | $2,326.80 | $783.49 | $8,148.08 | $18,554.98 | $580.72 | $91,148.58 |
| 2014 | $59,241.11 | $142,751.59 | $27,673.92 | $11,685.23 | $3,723.30 | $20,353.69 | $1,117.95 | $1,149.47 | $3,055.41 | $727.45 | $7,564.98 | $9,767.67 | $415.94 | $71,018.16 |
| 2015 | $58,410.57 | $135,658.86 | $26,951.13 | $9,421.89 | $2,588.28 | $748.22 | $4,490.71 | $3,393.64 | $2,947.21 | $686.51 | $7,037.73 | $9,349.95 | $394.66 | $70,441.15 |
| 2016 | $56,368.77 | $114,273.49 | $18,583.36 | $5,605.92 | $3,421.03 | $3,468.44 | $885.19 | $2,458.19 | $3,069.27 | $570.45 | $6,980.27 | $7,688.88 | $602.36 | $62,785.59 |
| **Totals** | $239,289.85 | $644,594.04 | $102,382.08 | $41,249.04 | $4,241.03 | $14,558.83 | $3,460.38 | $2,608.20 | **13,310.39** | **12,130.85** | **5,776.84** | **30,050.99** | **57,279.43** | **3,758.30** | **1,044,596.49** |

April 8, 2019 Minutes
5. INFORMATION ITEM: Financial Update

Fred Gore was available to answer any questions.

6. INFORMATION ITEM: Quarter 2 Texas Presbyterian (TPF) Investment Report

Fred Gore was available to answer any questions.

7. INFORMATION ITEM: Quarter 2 Public Funds Investment Act (PFIA) Report

Fred Gore was available to answer any questions.

B. Property & Facilities Committee - Brian Nutt, Chair

1. ACTION ITEM: To consider approval of a proposal to remove, via abatement by ERI Consulting, removal and disposal of approximately 215 l.f. of asbestos-containing piping insulation from the mechanical/boiler room of Masters Gym/Band Hall utilizing plant reserves for a cost of $7,398.

Brian Nutt made the motion to approve action item 1 as presented. Karol Pruett seconded the motion. The motion passed unanimously.

ERI Consulting Proposal on next page
ERI Consulting Proposal

March 21, 2019

Kilgore College:
Mr. Jeff Williams:
1100 Broadway:
Kilgore, TX 75662-1204
Phone: 903-987-2013 / jw@kiligore.edu
cc: iacqs@kiligore.com

RE: Proposal - Consulting/Laboratory Services - Limited Asbestos Abatement, Kilgore College,
1100 Broadway, Kilgore, Texas - Master Gym/Rand Hall (Building No. 7)

Dear Mr. Williams:

This proposal covers our services during the removal and disposal of approximately 2154 ft. of asbestos-containing piping insulation (203 l.f. marked with green paint, 15 l.f. unmarked) from the mechanical/boiler room of the above referenced building. See attached scope of work diagram and photographs outlining materials to be removed. The asbestos abatement of these areas will take approximately 1-2 days to complete, following the state mandated two-week notification period. During removal, no other activities within the affected areas will be possible.

Our services will include the project design by a licensed consultant, as required by the EPA's model accreditation plan, and filing the 10-day notification for compliance with the state rules and NESHAPS federal standards. A licensed project manager will be on site throughout the work to perform daily air monitoring and ensure regulatory compliance. We will be collecting baseline, ambient, personal and clearance air samples for proper documentation during the removal.

Following completion, we will prepare a final report, documenting the project in its entirety to be filed with your permanent records. Our report will be submitted electronically, via email. Paper copies are available upon request for an additional nominal fee. We have received a quote from Air Quality Associates, Inc. (AQA), a local licensed asbestos abatement contractor, to remove and dispose of these materials. Project costs are as follows:

AQA Contractor's costs (removal/disposal) ........................................... $5,833.00
ERI Fee (project design/oversight/compliance air monitoring/final report) ........................................... $1,500.00
TDSHS notification fee ............................................................. $65.00
Total ........................................................................... $7,498.00

Per the state regulations, at the completion of work you will receive separate invoices from each entity: One from ERI for the required consulting services, one from AQA for the removal/disposal, and one from the state for the notification fee.

Kilgore College AA 3/8/19 7:09:21 PM
ERI Consulting Proposal cont.

ERI Consulting, Inc.

Mr. Williams
March 21, 2019

We appreciate the opportunity to provide this proposal covering our professional consulting and laboratory services. If you wish to retain our services, please sign the acceptance statement below and return to our office. If you should have any questions concerning this proposal, please contact our office at (903) 534-5801.

Sincerely,

[Signature]

Christopher L. Power, E.V.P.
TDSHS Asbestos Consultant #10-5566

Attachment: Scope of work diagrams/photographs

ACCEPTANCE STATEMENT:

RE: Proposal - Consulting/Laboratory Services - Limited Asbestos Abatement, Kilgore College, 1100 Broadway, Kilgore, Texas - Masters Gym/Band Hall (Building No. 7)

We wish to retain the services of ERI Consulting, Inc. as outlined in the proposal letter dated March 21, 2019. We hereby authorize ERI Consulting, Inc. to sign and file the appropriate TDSHS/NESHAPS notification in accordance with 295.64 of the Texas Asbestos Health Protection Act.

Signature

Printed Name/Title

Date

Payment terms are 15 days net. A finance charge of 1.8% per month will be added to all accounts over 30 days.
LIMITED ABSENCE OF
AIRCRAFT INSULATION
MARKED WITH GREEN PAINT
AND APRON INS OF PIPING
THAT IT UNMARKED.
2. INFORMATION ITEM: East Texas Oil Museum Derrick

Brian Nutt discussed the damage to the aging derrick at the East Texas Oil Museum. An engineer has looked at the derrick and says it needs to come down. There is great concern that if it falls it will cause injury or damage to property. A meeting is scheduled for Monday morning, April 15th to get additional information on the process.

ETOM pictures on next page
ETOM Pictures cont.

ETOM Pictures cont. on next page
ETOM Pictures

ETOM Pictures cont. on next page

April 8, 2019 Minutes
VII. ACTION ITEMS
   A. To consider approval of the 2019-2020 Student Catalog
      Presenter: Dr. Mike Turpin

      Cecelia Sanders made the motion to approve the 2019-2020 Student Catalog. Joe Carrington seconded the motion. The motion passed unanimously.

VIII. SELECTION OF NOMINATION COMMITTEE FOR ELECTION OF BOARD OFFICERS

      Board President, Larry Woodfin appointed Scott Andrews as Chair, Cecelia Sanders, and Jon Rowe to the Nomination Committee for election of board officers.

IX. PRESIDENT'S REPORT
   A. INFORMATION-ITEM: Introduction of Steve Beasley, General Manager, Patterson-Chevrolet, Kilgore
      Presenter: Merlyn Holmes

      This item was removed from the agenda as Mr. Beasley was unable to attend.
B. INFORMATION ITEM: Canvassing of votes for the May 4, 2019 Board of Trustee Election

Presenter: Nancy Law

Nancy Law, KC election official received an email from Jennifer Briggs, Deputy Elections Administrator for Gregg County stating that time must be taken to process the provisional, ID, overseas late and military ballots and meet with the ballot boards following the May 4, 2019 trustee election. KC has been asked not to canvas the votes before Monday, May 13th. They will let me know when all votes have been processed and we can schedule the date to canvas.

X. ADJOURNMENT

The meeting was adjourned at 7:17pm by Larry Woodfin.

Respectfully submitted,

[Signature]

Nancy Law, Recording Secretary
Kilgore College Board of Trustees

[Signature]

President of the Board

[Signature]

Secretary of the Board