

STATE OF TEXAS  
COUNTIES OF GREGG, RUSK, UPSHUR AND SMITH  
KILGORE JUNIOR COLLEGE DISTRICT

The Kilgore Junior College District Board of Trustees met in regular session at 6:30 pm, Monday, November 11, 2013  
Stewart McLaurin Administration Building, 2<sup>nd</sup> floor, with the following members present:

Joe Carrington  
C.B. Scooter Griffin  
Charles Hale, President  
Bob Heath  
Brian Nutt  
Will Roberson, Secretary  
James N. Walker, Vice President  
Larry Woodfin

Absentees: G. Scott Andrews

**Section I.** on the Agenda was the Call to Order

**Charles Hale called the meeting to order at 6:30pm. Dr. Holda led the Invocation and Pledge of Allegiance to the United States of America Flag.**

**Section II.** on the Agenda was Citizens Comments

A. Tommy Konczak

**Mr. Konczak encouraged the board to be transparent in their meetings.  
He also expressed his concern over Gregg County Jail Inmates which might be treated as patients at Allegiance Hospital of Kilgore**

**Section III.** on the Agenda was Presentation

A. Dr. Van Patterson, Director of The University of Texas at Tyler Longview University Center – to deliver a report on collaborative educational efforts involving Kilgore College

**Section IV.** on the Agenda was Consent Agenda

. To consider approving the minutes of the October, 14, 2013 regular board meeting.

B. To consider approval of personnel items submitted as follows:

1. **Recommendation to accept employee retirement as follows:**
  - a. Theater Instructor, effective December 31, 2013 after 24 years of service
2. **Recommendation to accept employee resignation as follows:**
  - a. Police Officer, effective October 18, 2013 after 1 year and 6 months of service
  - b. Police Officer, effective November 2, 2013 after 4 months of service

3. **Recommendation to change employment as follows:**
  - a. Student Loan Coordinator, Financial Aid to Professional Support Assistant, Financial Aid, effective November 1, 2013
4. **Recommendation of employment as follows:**
  - a. General Merchandise Buyer, Bookstore, effective November 18, 2013
  - b. Police Officer, KCPD, effective November 19, 2013

C. To consider payment of legal fees for services rendered.

**Motion to accept the Consent Agenda as presented was made by Joe Carrington and seconded by James Walker. The motion passed with 7 aye votes. There was one nay vote by Scooter Griffin.**

**Personnel Agenda**

**Kilgore Junior College District  
Personnel Agenda  
November 11, 2013**

1. **Recommendation to accept employee retirement as follows:**
  - A. Ms. Kathy Barber, Theater Instructor, effective December 31, 2013 after twenty-four years of service
2. **Recommendation to accept employee resignation as follows:**
  - A. Mr. Randy Humble, Police Officer, effective October 18, 2013 after one year and six months of service
  - B. Mr. Ramon Coven, Police Officer, effective November 2, 2013 after four months of service
3. **Recommendation to change employment as follows:**

<b>A. <u>Name:</u></b>	Ms. Mary Smyser
<b><u>Old Position:</u></b>	Student Loan Coordinator
<b><u>New Position:</u></b>	Professional Support Assistant
<b><u>Old Salary:</u></b>	\$34,287
<b><u>New Salary:</u></b>	\$31,844
<b><u>Effective Date:</u></b>	November 1, 2013

Personnel Agenda cont. on next page

**Personnel Agenda cont.**

**4. Recommendation of employment as follows:**

<b>A. <u>Name:</u></b>	Mr. Daniel Eaton
<b><u>Position:</u></b>	General Merchandise Buyer
<b><u>Location:</u></b>	Bookstore
<b><u>Education:</u></b>	Bachelor of Applied Arts and Sciences Texas A&M Commerce Commerce, Texas Associate of Arts Kilgore College Kilgore, Texas
<b><u>Experience:</u></b>	Part Time Mathematics Tutor Kilgore College - Longview Longview, Texas; 2011-2013  Part Time Circulation Assistant Longview Public Library Longview, Texas; 2012-2013  Part Time Bookstore Clerk Kilgore College – Longview Longview, Texas; 2008-2011
<b><u>Effective Date:</u></b>	November 18, 2013
<b><u>Salary:</u></b>	\$1000.00 per pay period which is equivalent to a 12 month salary of \$24,000
<b>Note:</b>	This is a new position

Personnel Agenda cont. on next page

**Personnel Agenda cont.**

<b><u>B. Name:</u></b>	Mr. Sammy Wagner
<b><u>Position:</u></b>	Police Officer
<b><u>Location:</u></b>	KCPD
<b><u>Education:</u></b>	TCLEOSE Certification East Texas Police Academy Kilgore, Texas
<b><u>Experience:</u></b>	Police Officer Trinity Valley Community College Athens, Texas; 2010-2013  Officer Management Training Corporation Henderson, Texas; 2010  Police Officer/Investigator Crockett Police Department Crockett, Texas; 2003-2010
<b><u>Effective Date:</u></b>	November 19, 2013
<b><u>Salary:</u></b>	\$1,274.46 per pay period which is equivalent to a 12 month salary of \$30,587. Plus a \$900 field training officer stipend
<b>Note:</b>	Mr. Wagner replaces Mr. Randy Humble who resigned

**Section V.** on the Agenda was Action Items

- A. To consider a Resolution casting votes for nominees of the Rusk Appraisal District – *Exhibit #1*

The motion to cast 114 votes for Pat McCrory was made by Brian Nutt and seconded by Scooter Griffin. The motion passed unanimously.

Exhibit #1 on next page

**Exhibit #1**

**A RESOLUTION OF THE KILGORE COLLEGE  
BOARD OF TRUSTEES  
VOTING FOR CANDIDATES  
FOR THE RUSK APPRAISAL DISTRICT  
BOARD OF DIRECTORS**

**WHEREAS**, the Texas Property Tax Code requires the creation of a tax appraisal district in each county in the State of Texas; and

**WHEREAS**, the Texas Property Tax Code provides for the election of directors to the Rusk Appraisal District Board of Directors; and

**WHEREAS**, it is necessary to elect candidates as directors of the Rusk County Appraisal District for a two-year term commencing on January 1, 2014; and

**WHEREAS**, Kilgore College is allotted **114** votes to cast for the election of candidates as directors of the Rusk Appraisal District;

**NOW, THEREFORE, BE IT RESOLVED BY THE KILGORE COLLEGE BOARD OF TRUSTEES:**

The Kilgore College Board of Trustees hereby cast votes for the following person or persons to the Board of Directors of the Rusk Appraisal District of Rusk County for a two-year term to begin January 1, 2014.

<b>Nominee</b>	<b>Number of Votes:</b>
Johnston, Jon	_____
Jones, Jimmy L.	_____
Kangerga, Jim	_____
McCrary, Pat	_____
Waldon, Gerald	_____
Whitehead, Lanita	_____

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
President, Kilgore College Board of Trustees

**ATTEST:**

\_\_\_\_\_  
Secretary, Kilgore College Board of Trustees

**Exhibit #1 cont. on next page**

Exhibit #1 cont.



**RUSK COUNTY APPRAISAL DISTRICT**

P.O. BOX 7 - HENDERSON, TEXAS 75663-0007  
(903) 657-3578 FAX (903) 657-9073

**BALLOT**

FOR  
RUSK COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS 2014 - 2015

NOMINEES	NUMBER OF VOTES
1. Johnston, Jon	_____
2. Jones, Jimmy L.	_____
3. Kangerga, Jim	_____
4. McCrory, Pat	_____
5. Walden, Gerald	_____
6. Whitehead, Lanita	_____

The above vote for the Rusk County Board of Directors passed by resolution on this the \_\_\_\_\_  
day of \_\_\_\_\_, 2013.

Kilgore College

\_\_\_\_\_  
Presiding Officer

B. To consider a Resolution casting votes for nominees of the Smith Appraisal District – *Exhibit #2*

**The motion to cast 1 vote for Pat Pinkerton-Walker was made by Larry Woodfin and seconded by Joe Carrington. The motion passed unanimously.**

**Exhibit #2**

**A RESOLUTION OF THE KILGORE COLLEGE  
BOARD OF TRUSTEES  
VOTING FOR CANDIDATES  
FOR THE SMITH APPRAISAL DISTRICT  
BOARD OF DIRECTORS**

**WHEREAS**, the Texas Property Tax Code requires the creation of a tax appraisal district in each county in the State of Texas; and

**WHEREAS**, the Texas Property Tax Code provides for the election of directors to the Smith Appraisal District Board of Directors; and

**WHEREAS**, it is necessary to elect candidates as directors of the Smith County Appraisal District for a two-year term commencing on January 1, 2014; and

**WHEREAS**, Kilgore College is allotted 1 vote to cast for the election of candidates as directors of the Smith Appraisal District;

**NOW, THEREFORE, BE IT RESOLVED BY THE KILGORE COLLEGE BOARD OF TRUSTEES:**

The Kilgore College Board of Trustees hereby cast votes for the following person or persons to the Board of Directors of the Smith Appraisal District of Smith County for a two-year term to begin January 1, 2014.

**Nominee**

**Votes Cast For:**

Pinkerton-Walker, Pat

\_\_\_\_\_

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of November, 2013.

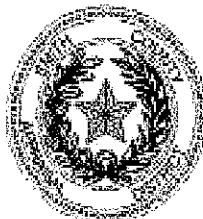
\_\_\_\_\_  
President, Kilgore College Board of Trustees

**ATTEST:**

\_\_\_\_\_  
Secretary, Kilgore College Board of Trustees

Exhibit #2 cont. on next page

SMITH COUNTY APPRAISAL DISTRICT



ELECTION BALLOT  
BOARD OF DIRECTORS

TERM: JANUARY 1, 2014 - DECEMBER 31, 2015

TO BE ELECTED BY:

ARP ISD  
BULLARD ISD  
CHAPEL HILL ISD  
GLADEWATER ISD  
LINDALE ISD  
TROUP ISD  
VAN ISD  
WHITEHOUSE ISD  
WINONA ISD  
KILGORE COLLEGE  
TYLER JR. COLLEGE

CANDIDATE:

PAT PINKERTON-NAIKER

SUBMITTED BY THE KILGORE COLLEGE

\_\_\_\_\_  
DATE BOARD SECRETARY



C. To consider a Resolution casting votes for nominees of the Upshur Appraisal District – *Exhibit #3*

**The motion to cast 39 votes for Darrell McKnight was made by James Walker and seconded by Brian Nutt. The motion passed unanimously.**

**Exhibit #3**

**A RESOLUTION OF THE KILGORE COLLEGE  
BOARD OF TRUSTEES  
VOTING FOR CANDIDATES  
FOR THE UPSHUR APPRAISAL DISTRICT  
BOARD OF DIRECTORS**

**WHEREAS**, the Texas Property Tax Code requires the creation of a tax appraisal district in each county in the State of Texas;  
and

**WHEREAS**, the Texas Property Tax Code provides for the election of directors to the Upshur Appraisal District Board of Directors; and

**WHEREAS**, it is necessary to elect candidates as directors of the Upshur County Appraisal District for a two-year term commencing on January 1, 2014; and

**WHEREAS**, Kilgore College is allotted 39 votes to cast for the election of candidates as directors of the Upshur Appraisal District;

**NOW, THEREFORE, BE IT RESOLVED BY THE KILGORE COLLEGE BOARD OF TRUSTEES:**

The Kilgore College Board of Trustees hereby cast votes for the following person or persons to the Board of Directors of the Upshur Appraisal District of Upshur County for a two-year term to begin January 1, 2014.

<b>Nominee</b>	<b>Number of Votes:</b>
Bowling, Jim	_____
Clay, David	_____
Coppedge, Conrad	_____
Maddox, Jared	_____
McKnight, Darrell	_____
Mitchell, Huey	_____
Ragland, Jim	_____
Sullivan, Peter J	_____

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
President, Kilgore College Board of Trustees

**ATTEST:**

\_\_\_\_\_  
Secretary, Kilgore College Board of Trustees

**Exhibit #3 cont. on next page**

Exhibit #3 cont.

BALLOT FOR UPSHUR COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS 2014-2015

Candidate	Upper County	Big Sandy	Clinton	Greene	Madison	Marshall	Meigs	Mingo	Morgan	New River	Putnam	Union	Wetzel	Wayne	Lincoln	Clay	Boone	Boone	Total
1. JAMES H. BROWN	1386	251	1424	233	115	236	275	20	734	359	40	243	5	32	112	39	5000	0	
BRYAN W. BROWN																			0
CHRIS BROWN																			0
COURTNEY BROWN																			0
MARISA BROWN																			0
MICHAEL BROWN																			0
MICHAEL BROWN																			0
REGAN BROWN																			0
REBECCA BROWN																			0

1. Place the number of votes you wish to cast for a candidate in the blank beside that name under your entity heading.

2. Attach this ballot to the adopted resolution and return to this office by December 15, 2013.

D. To consider a Resolution casting votes for nominees of the Gregg Appraisal District – *Exhibit #4*

The motion was made by Scooter Griffin to cast 112 votes for Brian Nutt and was seconded by Will Roberson. After discussion relating to allocating some of the votes to A.P. Merritt the motion passed with 5 aye votes and 3 nay votes by Bob Heath, Charlie Hale and Larry Woodfin.

**Exhibit #4**

**A RESOLUTION OF THE KILGORE COLLEGE  
BOARD OF TRUSTEES  
VOTING FOR CANDIDATES  
FOR THE GREGG APPRAISAL DISTRICT  
BOARD OF DIRECTORS**

**WHEREAS**, the Texas Property Tax Code requires the creation of a tax appraisal district in each county in the State of Texas; and

**WHEREAS**, the Texas Property Tax Code provides for the election of directors to the Gregg Appraisal District Board of Directors; and

**WHEREAS**, it is necessary to elect candidates as directors of the Gregg County Appraisal District for a two-year term commencing on January 1, 2014; and

**WHEREAS**, Kilgore College is allotted 112 votes to cast for the election of candidates as directors of the Gregg Appraisal District;

**NOW, THEREFORE, BE IT RESOLVED BY THE KILGORE COLLEGE BOARD OF TRUSTEES:**

The Kilgore College Board of Trustees hereby cast votes for the following person or persons to the Board of Directors of the Gregg Appraisal District of Gregg County for a two-year term to begin January 1, 2014.

Nominee	Votes Cast For:
Atkinson, Daryl	_____
McCutcheon, Ron	_____
McWhorter, David	_____
Merritt, A. P.	_____
Northcutt, Cassandra	_____
Nutt, Brian	_____

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
President, Kilgore College Board of Trustees

**ATTEST:**

\_\_\_\_\_  
Secretary, Kilgore College Board of Trustees

**Exhibit #4 cont. on next page  
Exhibit #4 cont.**

**GREGG APPRAISAL DISTRICT  
BOARD OF DIRECTORS NOMINEES for 2014-2015  
OFFICIAL BALLOT 2013**

INSTRUCTION NOTE: [Under Section 6.03(k), Texas Property Tax Code]  
The governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before December 15.

Indicate your vote for the candidate or candidates of your choice by placing the number of votes in the blank beside the candidate or candidate's name.

ENTITY                     Kilgore College                     NUMBER OF VOTES                     112                    

[Under Section 6.03(j) of the Texas Property Tax Code]  
Prepared ballot, listing candidates whose names were timely submitted  
alphabetically according to the first letter in each candidate's surname.

Atkinson, Daryl	_____
McCutcheon, Ron	_____
McWhorter, David	_____
Merritt, A. P.	_____
Northcutt, Cassandra	_____
Nutt, Brian	_____
<b>TOTAL VOTES</b>	<b>_____</b>

ATTEST:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Z:\BOD ELECTION BALLOT 2013.doc

- E. To consider continuation of attorney/client relationship (college attorney) between Kilgore College and Rick Faulkner through the firm of Coghlan Crowson, LLP

**The motion was made to continue the attorney/client relationship (college attorney) between Kilgore College and Rick Faulkner through the firm of Coghlan Crowson, LLP by Will Roberson and seconded by James Walker. Brian Nutt began discussion by commenting on his interest in forming an attorney screening committee. At that point, Mr. Nutt made the following amendment motion: "I move to amend the motion on the floor by striking out the motion in its entirety and replacing it with the Kilgore College Board should form an Attorney Screening Committee made up of three Board members (one from the Executive Committee and two others not on the Executive Committee.) This committee is to take recommendations from Board members for attorneys to consider. The committee should select the best three candidates, interview them and make recommendations to the whole Board for its approval no later than the second regularly scheduled board meeting of 2014." After further discussion the amendment failed with 3 aye votes and 5 nay votes by Charlie Hale, James Walker, Will Roberson, Bob Heath and Larry Woodfin. The original motion was then voted with 5 aye votes and 3 nay votes by Joe Carrington, Brian Nutt, and Scooter Griffin. The original motion passed.**

- F. To consider engaging a separate attorney, for the Board of Trustees other than Rick Faulkner

**Brian Nutt made the motion to consider engaging a separate attorney, for the Board of Trustees other than Rick Faulkner and Scooter Griffin seconded the motion. The motion failed with 3 yay votes and 5 nay votes by Bob Heath, Charlie Hale, Will Roberson, James Walker and Larry Woodfin.**

- G. To consider establishing a committee of board members to recommend a separate attorney for the board of trustees if action item F is approved

**No action necessary after the vote on Action Item F.**

- H. To consider audio tape recordings of all board meetings, including open meetings and executive session meetings to start in January of 2014

**Brian Nutt made the motion to consider audio tape recordings of all board meetings, including open meetings and executive session meetings to start in January of 2014 and was seconded by Scooter Griffin. After various discussions the motion failed with 3 yay votes and 5 nay votes by Bob Heath, Charlie Hale, Will Roberson, James Walker and Larry Woodfin.**

- I. To consider authorizing the property committee of the board and the administration to review bids and engage contractors for the asbestos abatement and demolition of the old Liberal Arts Building

**Larry Woodfin made the motion to consider Action Item I as written. The motion was seconded by Joe Carrington. The motion passed unanimously.**

**Section VI.** on the Agenda was Executive Session

**The board did not convene into Executive Session**

**Section VII.** on the Agenda was Discussion Items

A. Administration Discussion

1. Budget Reports – Duane McNaney

**Duane McNaney was available to answer any questions**

2. PFLA Quarterly/Annual Investment Report – Duane McNaney

**Duane McNaney was available to answer any questions**

3. Summary of Gifts – Leah Gorman

**Leah Gorman was unable to attend the meeting. Duane McNaney stated that through the KC Foundation for 2013 \$1,520,000 along with 7 new scholarships has been given. Mr. McNaney was available to answer any questions.**

4. Status Report on replacement of the institutional software platform

**Dr. Holda stated that KC along with several other colleges is working on a collaborative effort to purchase new software system. There should be something ready to bring to the board in Spring of 2014.**

**Section VIII.** on the Agenda was Board Discussion

- A. Discussion of the process by which board members can recommend items to be placed on the regular board meeting agenda

**There was much discussion on how to place items on the board meeting agenda. Mr. Nutt stated that he has had problems getting items on the agenda. It was explained that there had been concerns by the President of the Board that a walking quorum between board members had happened, thus the delay in putting items on the agenda. It was further noted that the college attorney stated that even assuming a private deliberation had occurred, the board should place the items on the agenda and have a public deliberation and vote on the items.**

**Section IX.** on the Agenda was Administration Comments

- A. Review of Fall Commencement Date

**Dr. Holda stated that the Fall Commencement date is, Friday, December 13<sup>th</sup>.**

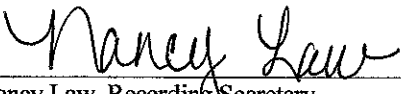
- B. Review of December Board Meeting Date

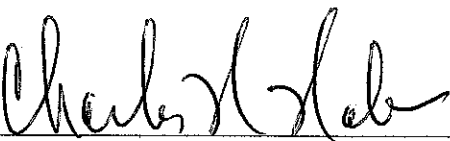
**Dr. Holda stated that the next board meeting will be Monday, December 16, 2013.**

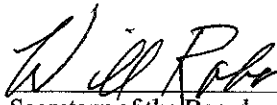
**Section X.** on the Agenda was Adjournment

**Charlie Hale adjourned the meeting at 8:35pm.**

Respectfully submitted,

  
\_\_\_\_\_  
Nancy Law, Recording Secretary  
Kilgore College Board of Trustees

  
\_\_\_\_\_  
President of the Board

  
\_\_\_\_\_  
Secretary of the Board