Minutes of Special Board Meeting/ Presidential Search #8

The Board of Trustees
Kilgore College

A Special Board Meeting/Presidential Search #8 of the Board of Trustees of Kilgore College was held on May 11, 2026, at 5:30 PM in the 2nd floor of the Stewart McLaurin Administration Building, 895 Ross Ave., Kilgore, TX 75662 with the following members present:

Josh Edmonson, President
Janice Bagley, Vice President
Gina DeHoyos, Secretary
Kelvin Darden
Jennifer Hattaway
Jeanne Johnson
Travis Martin
Jason Steele
Erin Yohn

1. **CALL TO ORDER at 5:30pm**
   A. Invocation
   Presenter: Ms. Janice Bagley

   B. Pledge of Allegiance
   Presenter: Mr. Josh Edmonson

2. **ACTION ITEM:** To discuss and to consider hiring Dr. Staci Martin as President of Kilgore College.
Presenter: Mr. Josh Edmonson

Mr. Josh Edmonson moved to approve the hiring of Dr. Staci Martin as President of Kilgore College. Ms. Janice Bagley seconded the motion. The motion passed unanimously.

3. **EXECUTIVE SESSION at 5:32pm**
Presenter: Mr. Josh Edmonson

If, during the course of the meeting covered by this notice, the Board should determine that a Closed or Executive Session should be held, then the Board will adjourn to Executive Session pursuant to Texas Government Code Sections 551.071-551.074 of the Open Meetings Act:

To consider the terms of the contract for Dr. Staci Martin, President of Kilgore College.

CONSULTATION WITH ATTORNEY: (Government Code 551.071) Consultation with an Attorney to seek her advice on legal matters.

PERSONNEL: (Government Code 551.074) Consideration of personnel matters, including to deliberate the appointment, contract, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, including the College President.

Ms. Erin Yohn moved to adjourn to Executive Session at 5:32pm pursuant to Texas Government Code Sections 551.071 and 551.074 of the Open Meetings Act to consider the terms of the contract for Dr. Staci Martin, President of Kilgore College. Ms. Janice Bagley seconded the motion. The motion passed unanimously.

4. **RECONVENE IN OPEN SESSION at 5:46pm**
Presenter: Mr. Josh Edmonson

Ms. Janice Bagley moved to return to Open Session. Mr. Kelvin Darden seconded the motion. The motion was passed unanimously and the board returned to Open Session at 5:46pm.

5. **ACTION ITEM:** To consider approval of the terms of the contract for Dr. Staci Martin.
Presenter: Mr. Josh Edmonson

Mr. Josh Edmonson moved to approve the terms of the contract for Dr. Martin to be a one year employment contract for Dr. Staci Martin with quarterly reviews. At the end of the successful year, the Board will have the opportunity to extend that contract. Mr. Jason Steele seconded the motion. The motion passed unanimously.

6. **ACTION ITEM:** To consider approval to (1) allow the President to enter into contract negotiations with Casey Slone Construction to expand the Automotive Shop to better utilize space and support program growth, (2) delegate to the College President the authority to negotiate and finalize any remaining terms related to this same project, and (3) authorize the College President to sign the contract and any other necessary paperwork related to the same project.
Presenter: Dr. Staci Martin/Mr. Donny Seals

Trustee Steele asked about the enrollment, future demand and possible growth of the Automotive program. VP Seals spoke about both the dual credit growth and traditional student demand for this program. Trustee Bagley asked about the location of the automotive shop and VP Seals explained that this program is housed in the old print shop in the Communication & Automotive building. This project is being discussed and voted on today so we can get on the contractor's schedule to get the work completed by the beginning of the fall semester.

Mr. Travis Martin moved to (1) allow the President to enter into contract negotiations with Casey Slone Construction to expand the Automotive Shop to better utilize space and support program growth, (2) delegate to the College President the authority to negotiate and finalize any remaining terms related to this same project, and (3) authorize the College President to sign the contract and any other necessary paperwork related to the same project. Mr. Jason Steele seconded the motion. The motion passed unanimously.

7. **ACTION ITEM**: To consider approval to allocate funding (Budget Amendment 26-BA02) to expand the Kilgore College Automotive Shop. – *Appendix A*
Presenter: Ms. Brazy Sammons

Trustee Dehoyos asked where the funds for this project were coming from. VP Sammons updated the board on the movement of funds from other projected projects that were not being utilized to this project. Several other questions were asked regarding current and future housing needs and the possible required funds. Dr. Martin stated that at the June board meeting, the board will be presented with a Long-term Facilities Plan that should answer their questions.

Ms. Janice Bagley moved to approve Budget Amendment 26-BA02 to expand the Kilgore College Automotive Shop. Mr. Travis Martin seconded the motion. The motion passed unanimously.

8. **ACTION ITEM:** To consider approval of the revised Resolution R-2026-4 Authorizing Application for Portable Computer Systems for Squad Units for the Kilgore College Police Department – *Appendix B*

Presenter: Dr. Staci Martin

Mr. Jason Steele moved to approve the revised Resolution R-2026-4 authorizing application for portable computer systems for squad unites for the Kilgore College Police Department. Mr. Kelvin Darden seconded the motion. The motion passed unanimously.

9. **ACTION ITEM:** To consider approval of the revised Resolution R-2026-5 Authorizing Application for Rifle-Resistant Body Armor for the Kilgore College Police Department. – *Appendix C*

Presenter: Dr. Staci Martin

Ms. Janice Bagley moved to approve the revised Resolution R-2026-5 authorizing application Rifle-Resistant Body Armor for the Kilgore College Police Department. Mr. Travis Martin seconded the motion. The motion passed unanimously.

10. **BOARD PRESIDENT REPORT**

Presenter: Mr. Josh Edmonson

A. **Investiture Events for Dr. Staci Martin**

- Investiture Ceremony, Tuesday, June 16, 2026, at 10:00 a.m. in Dodson Auditorium (Open to the Public)
- Luncheon, Tuesday, June 16, 2026, at 12:00 p.m. in Devall Ballroom (Invitation Only)
- Presidential Welcome Reception, Wednesday, June 17, 2026, from 4:00–6:00 p.m. in Devall Ballroom (Open to the Public)

Presenter: Ms. Karen Scibona

B. **Training Opportunities**

- Annual Cybersecurity Training — Due by June 30, 2026
- 2026 CCATT Annual Conference: September 17–19, Hyatt Regency Baytown—Houston
- Tours of Kilgore & Longview Campuses (Two Fridays in June/July)
- Online Data-Informed Governance Series

Presenter: Mr. Josh Edmonson/Ms. Karen Scibona

11. **ADJOURNMENT at 6:26pm**

Respectfully submitted,

Karen Scibona

Karen Scibona, Recording Secretary
Kilgore College Board of Trustees

President, Kilgore College Board of Trustees

Janice M. Bagley

Vice President, Kilgore College Board of Trustees

TABLE OF CONTENTS FOR APPENDICES

Kilgore College
Budget Amendment

May 11, 2026

26-BA02 **$200,000 - Establish funding for expansion of the Automotive Shop to better utilize space and support program growth.**

Funding Source	Previous Budget	Budget Change	Revised Budget
Ranger Village Study	555,147	(200,000)	355,147
KC Automotive Shop	-	200,000	200,000

Description

Reallocation of funds from FY 24 Ranger Village Study project to fund KC Automotive Shop expansion.

Financial Impact

No additional funds are needed as this reallocates existing project budgets.

RESOLUTION NO. R-2026-4 – Revised

A RESOLUTION OF THE KILGORE COLLEGE BOARD OF TRUSTEES

AUTHORIZING APPLICATION FOR PORTABLE COMPUTER SYSTEMS FOR SQUAD UNITS FOR THE KILGORE COLLEGE POLICE DEPARTMENT

WHEREAS, the Kilgore College Board of Trustees finds it in the best interest of Kilgore College, that the Portable Computer Systems for Squad Units be operated for 2026-2027 (FY27); and

WHEREAS, the Kilgore College Board of Trustees agrees that in the event of loss or misuse of the Office of the Governor funds, the Kilgore College Police Department assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, the Kilgore College Board of Trustees designates the President of Kilgore College as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

WHEREAS, the Kilgore College Board of Trustees designates the Vice President of Administrative Services/Chief Financial Officer as the grantee's financial officer. The CFO is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Kilgore College Board of Trustees approves submission of the grant application for the Portable Computer Systems for Squad Units to the Office of the Governor.

Passed and approved the 16th day of February, 2026;
Revised and approved this 11th day of May, 2026.

Staci Martin

Josh Edmonson
President, Kilgore College Board of Trustees

Staci Martin, Ed.D.
President, Kilgore College

KILGORE COLLEGE ESTABLISHED 1935

Grant Number: **5779301**

RESOLUTION NO. R-2026-5 – Revised

A RESOLUTION OF THE KILGORE COLLEGE BOARD OF TRUSTEES

AUTHORIZING APPLICATION FOR RIFLE-RESISTANT BODY ARMOR FOR THE KILGORE COLLEGE POLICE DEPARTMENT

WHEREAS, the Kilgore College Board of Trustees finds it in the best interest of Kilgore College, that the Rifle-Resistant Body Armor be operated for 2026-2027 (FY27); and

WHEREAS, the Kilgore College Board of Trustees agrees that in the event of loss or misuse of the Office of the Governor funds, the Kilgore College Police Department assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, the Kilgore College Board of Trustees designates the President of Kilgore College as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

WHEREAS, the Kilgore College Board of Trustees designates the Vice President of Administrative Services/Chief Financial Officer as the grantee's financial officer. The CFO is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Kilgore College Board of Trustees approves submission of the grant application for the submission of the grant application for the Rifle-Resistant Body Armor to the Office of the Governor.

Passed and approved the 16th day of February, 2026;
Revised and approved this 11th day of May, 2026.

Josh Edmonson
President, Kilgore College Board of Trustees

Staci Martin
Staci Martin, Ed.D.
President, Kilgore College

KILGORE COLLEGE ★ ESTABLISHED 1935 ★

Grant Number: **5829301**