



Notice/Agenda of January 2023 Regular BOT Meeting

**The Board of Trustees
College of the Mainland
Doyle Family Administration Boardroom (A129)
Monday, January 23, 2023
1200 Amburn Road
Texas City, TX 77591**

January 2023 Regular BOT Meeting of the Board of Trustees of College of the Mainland will be held Monday, January 23, 2023, beginning at 1:30 PM in the Doyle Family Administration Boardroom (A129), 1200 Amburn Road, Texas City, Texas 77591.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. The items listed in this notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Call to Order**
2. **Pledge of Allegiance (American Flag), Texas Pledge & a Moment of Silence**
3. **Roll Call & Determination of Quorum**
4. **Minutes**
 - A. Consideration of and Possible Action to Approve the Full Board Minutes of Tuesday, December 6, 2022
5. **Comments from the Community**
 - A. Students
 - B. Employees
 - C. Other Citizens
6. **Constituent Leader Activity Reports**
 - A. Faculty Senate - Dr. Elaine Childs
 - B. Student Government Association - Matthew Coleman, SGA Historian
7. **Insurance Item(s)**
 - A. Consideration of and Possible Action to Approve the 2023-2024 Police Professional, Flood, Auto, Professional, General, Employee Benefit, and Cyber/Privacy Insurance Renewals
 - B. Discussion of Property Insurance - Joe Blasi, CPCU, ARM, with McGriff will Review the Current State of the Property Insurance Industry
8. **Summer Workshop in Math (SWIM) - Presentation on the Second Chance Bootcamp and the Summer Workshop in Math**
9. **Human Resources Items**
 - A. Appointment Nominations

1. Consideration of and Possible Action to Approve the Appointment Nomination of Karen Bell to the Position of CNA Program Coordinator, Nursing Department
- B. Consideration of and Possible Action to Accept the Non-Contractual Positions Hiring Report as Written
10. **Consideration of and Possible Action to Accept the College of the Mainland's Mission Statement as Presented by the Administration**
11. **Election Item(s)**
 - A. Consideration of and Possible Action to Adopt the Order and Resolution Calling the Community College Board of Trustees Election to be Held on May 6, 2023
 - B. Consideration of and Possible Action to Order an Election to be Held on May 6, 2023, to Request Voter Authorization for the Issuance of General Obligation Bonds in the Amount of \$250,000,000 for Capital Projects; to Designate the Location of Polling Places and the Hours the Polls Shall be Open
12. **Consideration of and Possible Action to Approve an Increase with Steel Advertising for an Additional \$52,480 to be Paid from Fund Balance Project #2023-23**
13. **Financial Report(s)**
 - A. Consideration of and Possible Action to Accept the November 2022 and December 2022 Investment and Financial Reports
 - B. Consideration of and Possible Action to Accept the November 2022 Quarterly Investment Report
14. **Board Report**
15. **President's Report**
 - A. Updates
 - B. Reminders/Announcements
 1. Employee Recognition Dinner - Friday, March 31st, 5:00 p.m.
 2. Board Meetings
 - February 2023 - Monday, February 27th, 1:30 p.m.
 - March 2023 - Wednesday, March 29th, 1:30 p.m.
 - April 2023 - Monday, April 24th, 1:30 p.m.
 3. Spring Graduation - Saturday, May 13th, Abundant Life
 - C. Resignations and Retirement Report
 - D. Miscellaneous
16. **Adjournment to closed or executive session pursuant to Texas Government Code of the Open Meetings Act**

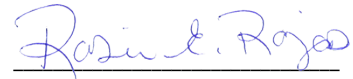
Section 551.072-deliberation regarding real property

17. **Adjourn**
18. **Consideration of and Possible Action on any Items Discussed in Closed Session**

**If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board reserves the right to conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E, including but not limited to the following provisions; 1)Section 551.071-consultation with attorney, 2)Section 551.072-deliberation regarding real property, 3) Section 551.073-deliberation regarding prospective gifts, 4)Section 551.074-deliberation regarding personnel matters, and/or complaints against school personnel, 5)Section 551.082-deliberation regarding student disciplinary matters and/or complaints against personnel. 6)Section 551.087-deliberation regarding economic*

development negotiations, and/or 7)Section 551.089 – deliberation regarding security devices or security audits. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on, Thursday, January 19, 2023, 3:00 P.M..



Rosie E. Rojas
Board Clerk

Administration

President Warren Nichols Ed.D.
Vice President Jerry Fliger, Ph.D.
Vice President Clen Burton, Ph.D.
Vice President Helen Brewer, Ph.D.
Vice President Lisa Watson, Ph.D.



PRESIDENT'S OFFICE

Call to Order

Call to Order on **(insert date)**
at **(insert time)**



PRESIDENT'S OFFICE

Pledge of Allegiance to the American Flag
Texas Pledge
Moment of Silence

The Texas State Flag Pledge
"Honor the Texas flag; I pledge
allegiance to thee, Texas, one state under
God, one and indivisible."



College of the Mainland
Board of Trustees
2021-2023

Dr. Bill McGarvey,
Board Chair
808 Buttonwood Dr.
Texas City, TX 77591
409-770-3537
wmcgarvey@gmail.com

Mr. Alan L. Waters,
Board Vice Chair
#1 South Pintail Street
La Marque, TX 77568
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Mrs. Melissa Skipworth,
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281-684-9146
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Dr. Verna J. Henson,
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409-995-0948
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Mr. Kyle L. Dickson,
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2514 Pilgrim Estate Dr.
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Mrs. Dawn King,
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Mr. Don Gartman,
Trustee
2538 Quaker Dr.
Texas City, 77590
409-739-2618
dgartman@com.edu



MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 23, 2023
Subject: Full Board Minutes

Presented for recommended acceptance to Board of Trustees on the same date.

MINUTE ORDER

Motion to be acted upon: "I move the Board of Trustees approve the Full Board Minutes of December 6, 2022.

PURPOSE

To ensure accuracy of the monthly minutes.

BACKGROUND

Minutes are brought forward every month for approval.

IMPLICATIONS

Financial: N/A

Strategic Goal #1: Strategic Goal #5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

Human Resources: N/A

Attachments

1. Minutes of 12/6/22

College of the Mainland Board of Trustees
Minutes of Tuesday, December 6, 2022
1:30 p.m., Doyle Family Administration Building

Call to Order

Bill McGarvey called the meeting to order at 1:33 p.m.

Pledge of Allegiance (American Flag), Texas Pledge & a Moment of Silence

Roll Call & Determination of Quorum

Roll call indicated that all Trustees were present.

Minutes

Consideration of and Possible Action to Approve the Full Board Minutes of Monday, October 24, 2022

Alan Waters moved the Board of Trustees approve the Full Board Minutes of Monday, October 24, 2022. Dawn King seconded the motion; all voted in approval.

Comments from the Community

There were no comments this month.

Constituent Leader Activity Reports

Faculty Senate – Dr. Elaine Childs, Faculty Senate President, updated the Board on faculty activities.

Student Government Association – Paloma Ayala, SGA President, updated the Board on student activities.

Consideration of and Possible Acceptance of the 2021-2022 Annual Financial and Compliance Report

Patrick Simmons, Whitley Penn, reported to the Board that COM was given an unmodified opinion, which is the highest opinion an auditor can award. Melissa Skipworth moved the Board of Trustees accept the 2021-2022 Annual Financial and Compliance Report. Alan Waters seconded the motion; all voted in approval.

Human Resources Items

Appointment Nominations

Dr. Nichols reviewed the following appointment nominations:

Consideration of and Possible Action to Approve the Appointment Nomination of James Torres to the Position of Program Coordinator II, Law Enforcement Academy, Public Service Careers Department

Consideration of and Possible Action to Approve the Appointment Nomination of Elizabeth Trichel to the Position of Administrative Officer, COM Foundation & Resource Development Department.

Consideration of and Possible Action to Approve the Appointment Nomination of Kimberly Lachney to the Position of Student Accessibility Services Coordinator, Student Success Center

Consideration of and Possible Action to Approve the Appointment Nomination of Kelley Waters to the Position of Career Center Director, Dean of Students Department

Consideration of and Possible Action to Approve the Appointment Nomination of Lauren McElyea to the Position of Assistant Professor of Nursing, Nursing Department

Consideration of and Possible Action to Approve the Appointment Nomination of Stephanie Griggs to the Position of Assistant Professor of Nursing, Nursing Department

Consideration of and Possible Action to Approve the Appointment Nomination of Jose Salazar to the Position of Communications Specialist, Marketing & Public Affairs Department

Consideration of and Possible Action to Approve the Appointment Nomination of Naomi Grimaldo to the Position of Enrollment Coach, Strategic Enrollment Management Department

Consideration of and Possible Action to Approve the Appointment Nomination of Candace Holmes to the Position of Enrollment Coach, Strategic Enrollment Management Department

Consideration of and Possible Action to Approve the Appointment Nomination of Christal Dover to the

Position of Academic Advisor, Student Success Center

Consideration of and Possible Action to Approve the Appointment Nomination of Michelle Davis to the Position of Director, Academic Planning and Innovation, Academic Planning and Innovation Department

Consideration of and Possible Action to Approve the Appointment Nomination of Carol Connor to the Position of Faculty - Biology, Science Department

Consideration of and Possible Action to Approve the Appointment Nomination of Georgiana Kramer to the Position of Faculty - Geology, Science Department

Consideration of and Possible Action to Approve the Appointment Nomination of Joseph Achinapura to the Position of Faculty - Business, Business & Industry/Health, Human & Consumer Science/Public Safety Department

Melissa Skipworth moved the Board of Trustees approve the appointment nominations as presented. Verna Henson seconded the motion; all voted in approval.

Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report

Don Gartman moved the Board of Trustees accept the Non-Contractual Positions Hiring Report as written.

Verna Henson seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve Renewal of Contract 21-05 with People Admin in an Amount Not-to-Exceed \$167,940 to be Paid from Operating Budget

Don Gartman moved the Board of Trustees approve renewal of contract 21-05 with People Admin in an amount not-to-exceed \$167,940 to be paid from Operating Budget. Melissa Skipworth seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve Renewal of Contract 18-24 with EAB for the Renewal of the Student Success Management Software Maintenance in an Amount Not-to-Exceed \$565,831

Melissa Skipworth moved the Board of Trustees approve renewal of contract 18-24 with EAB for the renewal of the Student Success Management software maintenance in an amount not-to-exceed \$565,831. Alan Waters seconded the motion; all voted in approval.

Consideration of and Possible Action to Award Contract 23-03 to Shimadzu Medical Systems for the Purchase of X-ray Machines in an Amount Not-to-Exceed \$339,000 to be Paid from 2018 Bond and Title V Grant Funds

Alan Waters moved the Board of Trustees approve award of contract 23-03 to Shimadzu Medical Systems for the purchase of X-ray machines in an amount not-to-exceed \$339,000 to be paid from 2018 Bond and Title V Grant Funds. Verna Henson seconded the motion; all voted in approval.

Consideration of and Possible Action to Award Contract 23-11 to Ally Roofing Services to Replace the PE Dome Roof in an Amount Not-to-Exceed \$1,171,600 to be Paid from Fund Balance

Don Gartman moved the Board of Trustees approve award of contract 23-11 to Ally Roofing Services to replace the PE dome roof in an amount not-to-exceed \$1,171,600 to be paid from Fund Balance. Alan Waters seconded the motion; all voted in approval.

Consideration of and Possible Action to Award Contract 23-12 to Turner Construction for Renovations to the Doyle Family Administration Building VP Suite in an Amount Not-to-Exceed \$419,403 to be Paid from Fund Balance

Don Gartman moved the Board of Trustees approve award of contract 23-12 to Turner Construction for renovations to the Doyle Family Administration Building VP Suite in an amount not-to-exceed \$419,403 to be paid from Fund Balance. Alan Waters seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the 2023 Payment in an Amount Not-to-Exceed \$325,203.60 to be Paid from the FY 22-23 Operating Budget to the Galveston County Appraisal District for Appraisal of Property within the College District

Verna Henson moved the Board of Trustees approve the 2023 payment in an amount not-to-exceed \$325,203.60 to be paid from the FY22-23 operating budget to the Galveston County Appraisal District for appraisal of property within the college district. Alan Waters seconded the motion; all voted in approval.

Consideration of and Possible Action to Accept the Resolution Adopting the COM Matched Retirement Savings Plan

Melissa Skipworth moved the Board of Trustees accept the resolution adopting the COM Matched Retirement Savings Plan. Verna Henson seconded the motion; all voted in approval.

Financial Report(s)

Consideration of and Possible Acceptance of the October 2022 Investment and the October 2022 Financial Reports

Alan Waters moved the Board of Trustees accept the October 2022 Investment and Financial Reports. Dawn King seconded the motion; all voted in approval.

Board Report

Melissa Skipworth announced that the City of Dickinson will host a Christmas Parade on December 8th that will include a vendor fair.

President's Report

Updates

Reminders/Announcements

Holiday Reception – Tuesday, December 6th, 3:30 p.m. (following today's meeting)

Board Meetings

Special Called BOT Meeting – Thursday, January 12th, 4:00 p.m.

January 2023 – Monday, January 23rd, 1:30 p.m.

February 2023 – Monday, February 27th, 1:30 p.m.

March 2023 - Wednesday, March 29th, 1:30 p.m.

Fall Graduation – Saturday, December 10th

Resignations and Retirement Report – included in the board packet.


Executive Session 2:35 p.m.

Melissa Skipworth read the paragraph allowing the Board to move into executive session.

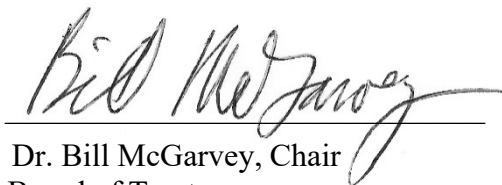
Open Session 3:01 p.m.

Upon reconvening, Kyle Dickson moved the Board of Trustees accept the offer of settlement in the matter of College of the Mainland v. Texas Windstorm Insurance Association in an amount not less than 1 million dollars & authorize the President to execute all documents necessary. Don Gartman seconded; all voted in approval.

Adjournment at 3:03 p.m.



Melissa Skipworth, Secretary
Board of Trustees



Dr. Bill McGarvey, Chair
Board of Trustees

Comments from the Community

A citizen desiring to appear before the Board of Trustees shall complete a Public Comment Request Form indicating the topic about which they wish to speak which shall be filed with the Board Clerk ten (10) minutes prior to the start of the meeting. Time allotted each citizen or organization shall be limited to five minutes. The total time for hearing of citizens shall be no more than 60 minutes at any one meeting. Presentation of matters concerning a complaint or charge against a College District employee or officer will be heard in closed session unless the individual who is the subject of the change or complaint requests a public hearing.

We appreciate your concerns. If the matter(s) you raise are not included on the board agenda, state law, specifically the Texas Open Meetings Act, prohibits the Board from discussing, commenting on or taking action on these issues at this board meeting. Thank you.



PRESIDENT'S OFFICE

Constituents Leader Activity Reports

A. Faculty Senate - Dr. Elaine Childs

B. Student Government Association – Matthew Coleman, SGA
Historian



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 5, 2023
Subject: 2023-2024 Insurance Renewals

AGENDA ITEM DESCRIPTION:

Consideration of and possible approval of the 2023-2024 Police Professional, Flood, Auto, Professional, General, Employee Benefit, and Cyber/Privacy Insurance Renewals.

PURPOSE

To provide sufficient liability insurance for all appropriate areas of liability.

FUNDING SOURCE:

2022-2023 Budget

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees approve the 2023-2024 Police Professional, Flood, Auto, Professional, General, Employee Benefit and Cyber/Privacy Insurance Renewals as stated in the 2023-2024 Proposal Analysis for an amount not to exceed \$185,000.00 to be paid from FY22-23 operating budget."

BACKGROUND

In February of 2020, the Board approved a contract award to Texas First Insurance and TASB based on results of a Request for Proposal for property and liability insurance. Previously, the College's appointed Risk Manager coordinated with the College's insurance consultant, RWL Group, to obtain, prepare and submit a schedule of annual liability insurance renewals for all appropriate areas of liability. Based on that experience, the recommended coverage from Texas First Insurance and TASB is indicated on the attached proposal analyses for the 23-24 renewal period.

ATTACHMENTS

1. 2023-2024 Proposal Analysis for Renewal

COLLEGE OF THE MAINLAND
 PROPOSAL ANALYSIS: INSURANCE PLAN YEAR 2023-2024
 POLICE PROFESSIONAL, FLOOD, AUTO, PROFESSIONAL GENERAL, EMPLOYEE BENEFITS, CYBER/PRIVACY

TEXAS FIRST INSURANCE (TFI)											
EXPIRING					RENEWING						
Insurer	Line	Limits	Deductibles	Premiums	Insurer	Line	Limits	Deductibles	Premiums		
Indian Harbor Insurance	Law Enforcement	\$2M/Claim	\$5K/Claim	12,300	Indian Harbor Insurance	Law Enforcement	\$2M/Claim	\$5K/Claim	12,616		
Various Insurers	NFIP	Various	Various	71,375	Various	NFIP	Various	Various	83,000		
				TFI Total:	83,675					TFI Total:	95,616

TEXAS ASSOCIATION OF SCHOOL BOARDS (TASB)											
EXPIRING					RENEWING						
Insurer	Line	Limits	Deductibles	Premiums	Insurer	Line	Limits	Deductibles	Premiums		
TASB	Auto Liability	\$1M	\$1K	9,201	TASB	Auto Liability	\$1M	\$1K	10,076		
TASB	Auto Physical Damage	ACV	\$1K	5,528	TASB	Auto Physical Damage	ACV	\$1K	6,337		
TASB	Professional	\$1M	\$100K	55,175	TASB	Professional	\$1M	\$100K	55,235		
TASB	General	\$1M	\$0	included in PL	TASB	General	\$1M	\$0	included in PL		
TASB	Employee Benefits	\$100K	\$0	included in PL	TASB	Employee Benefits	\$100K	\$0	included in PL		
TASB	Cyber/Privacy Info	\$250K	\$0	3,000	TASB	Cyber/Privacy Info	\$250K	\$0	3,500		
				TASB Total:	72,904					TASB Total:	75,148

Total of TFI and TASB: 170,764

College of the Mainland

Presented By:

Craig Watt, CIC

January 3, 2023



Texas City Location:

7900 Emmett F. Lowry Expressway
Texas City, Texas 77591
(409) 934-8000, (800) 561-5211

Houston Location:

11757 Katy Frwy., Ste. 100
Houston TX 77079-1733
(281) 596-9200, (844) 271-7048

www.texasfirst.insurance

**Texas First Insurance
Service Team for College of the Mainland**

**Craig Watt, CIC
Executive Producer
409-934-8018
800-561-5211
craig.watt@texasfirst.insurance**

**JD Weinel, TIAA
Commercial Account Manager
409-934-8032
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**Pam Shaklovitz
Commercial Department Manager
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**Angie Lopez, TIAA
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**Sheila Gillespie
Chief Operations Officer
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sheila.gillespie@texasfirst.insurance**

**Tommy Price, CIC
Commercial Lines Marketing Manager
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**Brent Barclay, CIC
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409-934-8017
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**Mark Smith, CIC
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**Debbie Ervin
Personal Lines Manager
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**Jerry Blystone, CIC
President
409-934-8027
jerry.blystone@texasfirst.insurance**

Service Considerations

About Texas First Insurance

Texas First Insurance, founded in 1925, is one of the largest independent insurance agencies in Galveston County and Southeast Texas. Dedication to professionalism is demonstrated by the level of education provided to our staff. Multiple designations are held including Certified Insurance Counselors (CIC), Accredited Customer Service Representative (ACSR), Texas Independent Insurance Adviser (TIIA), Certified Insurance Service Representative (CISR), and Construction Risk and Insurance Specialist (CRIS).

Risk Management

Insurance is only one part of your total risk control program. Training, certifications, and loss control services are critical to protecting your company and employees. Through our relationships with loss control consultants, you have access to a comprehensive array of services that can be tailored to meet your needs.

Human Resource Services

One of the most overlooked areas of a business is with compliance with labor laws, policies, procedures, and training. Let Texas First put you with a human resource expert to help reduce your exposure to potential fines, penalties, and lawsuits.

Employee Benefits

Our nationally recognized benefits department can provide you a strategy for a cost effective program that will assist you in employee recruitment and retention. Our service team will assist you and your employees with enrollment, claims, and service issues.

Surety Bonding

Surety Bonds are a highly specialized line of business so Texas First created a department exclusively focused on the surety bonding needs of our clients. Our staff has extensive surety company underwriting experience which allows us to provide industry specific knowledge and better timely service.

Claims Management

We maintain a full time claims department in our office. Simply report the claim and we handle all of the work.

24/7 Internet Access

We can provide our clients with 24/7 internet access to online certificates of insurance and auto ID cards.

Police Professional Liability

Company Name: Indian Harbor Insurance Company Best Rating: A+ XV
Policy Term: 02/28/2023 to 02/28/2024
Annual Premium: \$12,616.18 Estimated*

*Minimum and Deposit Including Fees and Taxes

Limits:

Coverage Description

\$ 2,000,000

Each Occurrence

\$ 2,000,000

General Aggregate

Deductible:

\$ 5,000

Per Occurrence Including Loss Adjustment Expense

Special Conditions:

25% Minimum Earned Premium
No Flat Cancellations
In Witness
Punitive Damages – Full Coverage Most Favorable Venue
Backdating Coverage is Not Allowed

Standard Exclusions: Refer to Policy Terms and Conditions

Special Exclusions:

Cyber
Fraud
U.S. Treasury Department's Office of Foreign Assets
Control – "OFAC"

Important

In order to properly protect your business from financial loss, your insurance agent must be kept up-to-date on your business activities.

While your policies may be very broad in scope and provide limited automatic coverage in certain areas, we can serve you best if you will keep us informed about anticipated changes in your operations.

For example:

- Changes in Locations or Company Name
- Newly acquired / Newly Formed Entities Including Joint Ventures
- Foreign Exposures
- New Product Lines
- New Contracts or Leases
- Vehicles Changes
- Acquisition or Disposal of Real or Personal Property
- Vacancy or Occupancy of Any Insured Building

This is a summary of coverages and amounts that have been prepared for you as a reference for your consideration.

- It is intended to provide only a general description of coverages afforded under your insurance policy and is not a statement of contract
- In the event of a possible variance between the contents of this summary and the terms and conditions of the policy, the policy will control.

We appreciate your time and cooperation and look forward to providing the commercial insurance coverages your firm deserves.

Disclosure Statement

Coverage

This presentation is designed to give you an overview of the insurance coverage we recommend for your company. It is meant only as a general understanding of your insurance needs and should not be construed as a legal interpretation of the insurance policies that will be written for you. Please refer to your specific insurance contracts for details on coverages, conditions, and exclusions.

Service Fees and Reimbursements

Our agency may provide certain services that you request or that are necessary to place or maintain your insurance. Sections 550.001, 4005.003 and 4005.004 of the Texas Insurance Code authorize us to charge a fee for services if we obtain your written consent prior to providing the service or incurring the expense. The fee may be charged in addition to any commission we may receive from the insurance company providing the insurance coverage. In some cases where we charge a fee and also receive compensation from an insurer or other third party, we are required to disclose this fact to you. The purpose of this Disclosure Statement is to comply with these requirements. You agree to pay the amount indicated as compensation for the services provided or expenses incurred. We may charge you an agent fee in addition to commission or an agent fee in lieu of commission.

We could also receive a contingent commission, profit sharing or non-financial reward, computed annually and based on the amount of premium and profitability of all the insurance business we place through the insurer. This compensation is not guaranteed.

Premium Comparison

Policies	Current	Proposed
Police Professional Liability	\$ 12,300.36	\$ 12,616.18



January 3, 2023

Trudy Trochesset

College of the Mainland

Dear Trudy Trochesset,

You count on a strong risk management and coverage provider to support managing operations and risk at your organization. Thank you for trusting the TASB Risk Management Fund to be that partner. The Fund's partnership with its more than 1,000 members has provided stability and financial strength for nearly five decades.

- **Strength in Sharing:** The Fund is the largest school risk-sharing pool in Texas and is led by Fund member school board trustees and administrators. The Board ensures the Fund remains financially strong and provides stability and responsiveness for all Fund members.
- **Financial Security:** With more than \$200 million in Members' Equity, the Fund has the financial strength to manage claims and respond to the impact of changing environments for members.
- **Responsive Service:** The Fund offers specialized coverage and services to meet Texas public schools' unique needs and exposures.

We are pleased to provide you with a renewal proposal for the 2022–23 coverage term. This year's renewal proposals reflect the Fund's efforts to respond to the evolving exposures and risks faced by its members. Your proposal reflects the Fund programs in which your organization participates. The following are highlights of key program changes for 2022-23:

- **Property** coverage costs continue to be driven by severe weather and increased building values. The Fund's Board of Trustees authorized use of Members' Equity to help limit the impact of cost increases for Fund members this year. Members will receive renewal options with higher weather deductibles to further reduce costs. Small and mid-size members will also have options to lower weather deductibles.
- **Auto and School Liability** rates will remain level for most members with contribution changes based on loss history and exposures. **Auto Physical Damage** claims costs continue to increase as vehicles are more costly and complex to repair. These rates will increase moderately for most members.
- **Workers' Compensation** rates will remain stable with little to no increase. Contribution changes reflect normal payroll changes and loss history. Costs remain steady even though claims have returned to pre-pandemic levels.
- Improved cyber risk management practices are paramount for all organizations as ransomware attacks and other risks increase. The Fund continues to offer affordable **Privacy & Information Security** coverage to members and will continue to provide resources to help members improve cyber security controls.

- **Unemployment Compensation** coverage is effective October 1, 2022, for all members of that program. Renewals will be issued in August with member contributions decreasing by 5%, on average.

A summary of updates and clarifications to the Fund's Property and Liability coverage terms and agreements is included in this renewal proposal. Coverage agreements can also be accessed on the Fund's website. Workers' Compensation and Unemployment Compensation coverage is statutory.

Please carefully review all terms and features of this renewal proposal. When ready, you may accept your renewal proposal by signing the Contribution & Coverage Summary and returning it by email to me or to TASBRMF@tasbrmf.org. You may also complete the electronic acceptance using the link in the renewal email sent to the designated Program Contact.

Please note, if you take no action, coverage will automatically renew under the terms of this renewal proposal. If Property coverage is included and you take no action, coverage will automatically renew at the lower weather deductible offered. If you want to terminate coverage, the Fund must receive written notice of termination at least 30 days prior to your renewal date. If you are unsure of your plans to renew or have questions about the renewal proposal or any aspect of your Fund membership, please contact Rosa Brown or any member of TASB's Underwriting and Marketing Division at 800.482.7276.

Thank you for your membership in the Fund. We look forward to our continued partnership in the coming year.

Sincerely,
Rosa Brown
Senior Risk Management Consultant
Division of Underwriting & Marketing
Texas Association of Schools Boards, Inc.

TASB Risk Management Fund
12007 Research Blvd., Austin, Texas 78759-2439
P.O. Box 301, Austin, Texas 78767-0301
Toll-Free: 800.482.7276 | Austin area: 1 (512) 505-2810

CC:

Notification of Coverage Changes and Clarifications

Effective September 1, 2022

As a part of the annual coverage review, the TASB Risk Management Fund (Fund) implemented the following coverage changes and clarifications for all renewals taking effect on or after September 1, 2022. This document is a summary of changes and clarifications only; please carefully review the full text of all Fund Coverage Agreements and any applicable Contribution and Coverage Summary (CCS).

- No changes were made to the Automobile Liability & Physical Damage, Privacy & Information Security, or Violent Act coverage agreements.

Property Coverage Agreement

- Under Part B, § 4 **Payment for Damage**, language was added noting that when a Fund Member fails to timely elect a settlement option indicated in § 4, the member will be paid for the actual cash value (ACV) of the Covered Property as described in § 4.2.
- Under Part C, § 7.2 **Code compliance**, a clarification was added that the supplemental coverage applies to building or construction rules.
- Under Part C, § 9 **Excluded Loss**, clarifications were made allowing coverage for ensuing Loss (§§ 9.1, 9.15, 9.17, and 9.18) or further Loss (§ 9.5) when an exclusion otherwise applies.
- Under Part G, § 14 **No Transfer of Interest**, new language clarifies that the Fund Member may not transfer any interest in a Loss, payment for Loss, or claim for Loss to any third party. Additionally, the Fund Member granting an interest in the Loss to a third party suspends the Fund's obligation to make any further payment for the Loss.
- Under Part G, § 24 **Waiver and Estoppel**, a new provision is added to ensure that the parties to the agreement can enforce its contractual provisions. This addition aligns the Property Coverage Agreement with the amended Interlocal Participation Agreement that went into effect for all Fund members on May 1, 2022.

In addition to the changes to the Property Coverage Agreement described above, the Property Coverage Summary in the CCS is updated with a **Weather Perils** Limit and Deductible, which replaces Wind, Hail, and (non-coastal) Hurricane limits and deductibles. This change expands the perils to which the higher deductible applies to include convective storms and freezing temperatures. A definition of **Weather Perils** is added to the CCS.

School Liability Coverage Agreement

- Under Part A, § 3.1 **Covered Person**, a clarification was made regarding when a Fund Member student meets the Covered Person definition.
- Under Part B, § 4.1 **Grant of coverage for reported Claims**, a revision emphasizes that coverage is for reported Claims first made against the Covered Person *during the Participation Period*.





College of the Mainland

Contribution & Coverage Summary (CCS)
Participation Period: 3/1/2023 through 2/29/2024

The following is a summary of coverages, limits, deductibles, and contribution amounts. More information about coverage, limits, deductibles, terms, and conditions are found on following pages and are part of this CCS. Please review all pages of this CCS document.

Coverage	Limit	Deductible	Contribution
Automobile Liability	\$1M Combined Single Limit	\$1,000	\$10,076
Automobile Physical Damage	Actual Cash Value	See Automobile Coverage Summary	\$6,337
School Liability including Professional Legal, General, and Employee Benefits Liability	See School Liability Coverage Summary	See School Liability Coverage Summary	\$55,235
Privacy & Information Security	\$250,000	\$0	\$3,500
Total Contribution			\$75,148

THIS IS NOT AN INVOICE. The TASB Risk Management Fund will issue an invoice when coverage is accepted by the Member. Total Contribution is an estimate and is subject to exposure audit.



College of the Mainland

Automobile Coverage Summary Participation Period: 3/1/2023 through 2/29/2024 Total Automobile Contribution: \$16,413

The following is an overview of the limits and deductibles for risk associated with the ownership, maintenance, or use of Covered Automobiles. Additional coverages, limits, exclusions, and terms are included in the Fund's Coverage Agreement for this Participation Period.

Coverage	Limit	Deductible
Automobile Liability	\$1M Combined Single Limit	\$1,000
Automobile Physical Damage - Collision	Actual Cash Value	\$1,000
Automobile Physical Damage - Comprehensive	Actual Cash Value	\$1,000
Automobile Physical Damage - Catastrophic	Actual Cash Value	\$5,000

Excluded Vehicles

VIN	Year	Make	Model/Description	Exclusion

None

Automobile Terms & Conditions

Statement of Values: Fund Member has provided the Fund with the most current and accurate statement of values for all applicable property, including a complete and accurate listing of vehicles owned by the Fund Member. Fund Member agrees to allow the Fund to conduct property appraisals of the Fund Members' property on a periodic basis and agrees to accept values provided by the Fund.

Salvage: The Fund will have the right, at its discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

Excluded Vehicles: The Fund extends coverage for all Fund Member Covered Automobiles. Vehicles listed are excluded from Automobile Liability, Comprehensive, or Comprehensive coverage as noted under 'Exclusion.'



College of the Mainland

School Liability Coverage Summary Participation Period: 3/1/2023 through 2/29/2024 Total School Liability Contribution: \$55,235

The following is an overview of the limits and deductibles for legal, general, and other liability risks. Additional coverages, limits, exclusions, and terms are included in the Fund's Coverage Agreement for this Participation Period.

Coverage	Limit	Deductible
Professional Legal Liability Subject to \$1,000,000 Maximum Annual Aggregate	\$1,000,000	\$100,000
General Liability	\$1,000,000	\$0
Employee Benefits Liability	\$100,000	\$0

School Liability Conditions

Prior Acts: Fund Member certifies that all known or reported acts for which it is reasonably believed may result in a legal claim against the Fund Member have been fully disclosed. Additionally, Fund Member acknowledges that this coverage excludes any claims arising from such known or reported acts. This Agreement does not void coverage afforded to Fund Member under any previous Fund Agreement.



College of the Mainland

Privacy & Information Security Coverage Summary Participation Period: 3/1/2023 through 2/29/2024 Total Privacy & Information Security Contribution: \$3,500

The following is an overview of the limits and deductibles for privacy and information security risks. Additional coverages, limits, exclusions, and terms are included in the Fund's Coverage Agreement for this Participation Period.

Coverage	Aggregate Limit Per Event	Deductible
Privacy & Information Security	\$250,000	\$0

Privacy & Information Security Conditions

No Known Losses: Fund Member certifies that all known or reported events occurring prior to the effective date of this coverage, as applicable, which it is reasonably believed may result in a claim under this Coverage have been fully disclosed or reported.



Program Coordinators

The Fund Member is required to designate a Program Coordinator (Coordinator) with express authority to represent and bind the Fund Member in all program matters. Below are the current Coordinators associated with the Fund Member. If a Coordinator's name and e-mail address are not listed or the Coordinator identified needs to be updated, please provide updated information to the Fund as soon as possible or include updates on this document.

Current Program Coordinators

Program	Name	Title	E-mail
TASB RMF-Auto	Trudy Trochesset	Controller	ttrochesset@com.edu
TASB RMF-Unemployment Compensation	Michael McGee	Executive Director of Human Resources	mmcgee5@com.edu
TASB RMF-Liability	Trudy Trochesset	Controller	ttrochesset@com.edu
TASB Risk Management Fund-Workers' Compensation	Michael McGee	Executive Director of Human Resources	mmcgee5@com.edu

Program Coordinator Updates

Program	Name	Title	E-mail

If accepting this proposal electronically, you may scan and email this page to tasbrmf@tasbrmf.org to provide Program Coordinator updates.



Contribution & Coverage Summary General Conditions

Coverage: Coverage terms and limits provided are as set out in this CCS and the Fund’s corresponding Coverage Agreements for this Participation Period.

Claims Reporting: Fund Member will provide to the Fund timely notice of all claims as required in the Interlocal Participation Agreement, the applicable Fund Coverage Agreement, or this CCS.

Definitions: Any terms not defined in this CCS will use the definition for that term from the corresponding Fund Coverage Agreement.

Payment: The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund. The Fund shall determine the contribution for each program and how each contribution is applied. Termination under this Agreement of any program shall not affect the remaining programs.

Termination: This CCS may be terminated by either party with termination to be effective on any successive renewal date by giving written notice to the other party no later than 30 days prior to automatic renewal in accordance with Termination provisions in the Interlocal Participation Agreement. If this CCS is not terminated, the renewal of the CCS becomes effective on the automatic renewal date and the member shall be bound by the terms of the renewal CCS.

Fund Member Authorization:

I approve this Contribution and Coverage Summary (CCS) and certify that this information is correct. I affirm that I am duly authorized to approve this CCS and that I have read and agree to this CCS and the Interlocal Participation Agreement.

Authorized Signature

Date

Printed Name

Title



To: Dr. Warren Nichols, President
From: Dr. Clen Burton,, VP of Fiscal Affairs
Date: January 17, 2023
Subject: Discussion of Property Insurance

We have invited Joe Blasi, CPCU, ARM, with McGriff, to speak with the Board of Trustees (BOT) about the current state of the property insurance industry. He will cover what is being experienced with renewals. McGriff is the college's current property insurance provider.

The BOT will be presented with the minute order for approval of the 23-24 property insurance renewal at the February meeting. Mr. Blasi's presentation will assist the BOT with the approval.

Thank you.

Summer Workshop in Math (SWIM)

Lauren Nolte, Alisha Lyon, Deborah
Fregia, Rocky Barney, Laura Horacefield

Goals - Summer Workshop in Math (SWIM)



Provide a workshop for students to become College Ready or to get into a corequisite



Maximize new tools provided with TSIA2 as well as provide resources to new students coming to COM



Expand collaborative effort between Instruction, ABE, Advising, Tutoring Center, and the Title V Grant



Exceed THECB recommendations for corequisite education

TSIA2/Corequisite Routing

▶ Current

- ▶ Students scoring < Diagnostic Level (DL) IV in Math are routed to the College Success Academy (CSA)
- ▶ Students scoring DL IV have access to “expanded corequisite” courses
- ▶ Student scoring DL V have access to traditional corequisite courses

▶ Proposed

- ▶ Select students scoring DL III - D V in Mathematics
 - ▶ Summer Workshop in Math (SWIM)
- ▶ Students scoring \leq DL III in Mathematics
 - ▶ CSA

Summer Workshop in Math (SWIM)

- ▶ Diagnostic Level III or higher
- ▶ Three weeks with two daytime summer sessions (June, July)
 - ▶ First two weeks run with two hours of instruction followed by professional tutoring (M-F). Thursdays reserved for testing and resources
 - ▶ Third week is intensive tutoring MTW from 9AM-2PM
- ▶ Students retake the exam on Thursday of 2nd and 3rd week
- ▶ Students retesting at DL IV/V, including STEM Pathway, will place into corequisite
- ▶ Students retesting at DL VI or score of 950 are placed in College Ready course

Further Options for DL I-III

The State of Texas does not recommend corequisite measures for students that are not NCR (near college ready) (DL I-III).



Students who still score DL I-III will be provided with options:

College Success Academy

Level One Certifications

Mathematics Grade Equivalency

Diagnostic Level	Grade Level Equivalents	Descriptors
I	1	<ul style="list-style-type: none">• Little number recognition• Minimal counting (addition/subtraction)
II	2,3	<ul style="list-style-type: none">• Can use addition/subtraction on whole number up to 3 digits• Can perform multiplication through 12• Solve word problems up to 3 digits
III	4,5	<ul style="list-style-type: none">• Accurately use all 4 operations on whole numbers up to 3 digits• Solve two step word problems• Recognize and compare fractions with the same denominator
IV	6,8	<ul style="list-style-type: none">• Linear relationships (graphing, finding slope)• Finding missing sides of a triangle with Pythagorean Theorem
V	9,10	<ul style="list-style-type: none">• Use units as a way to understand problems• Multi-step problems
VI	11,C	<ul style="list-style-type: none">• Quadratic equations• Solving and graphing systems of equations

Conclusions - Summer Workshop in Math

- ▶ Model provides new opportunities for students DL III - V
 - ▶ Access to corequisite courses
 - ▶ Access to college-level courses
 - ▶ Access to resources at COM
- ▶ Enhanced collaboration opportunity across campus
 - ▶ Increase retention
 - ▶ Provide access to success coaching
 - ▶ Build rapport with tutors
 - ▶ Gain understanding of resources available on campus

Summer Workshop in Math Outcomes

- 68% of students increased their opportunity by testing into a co-req or higher (CSA - Co-Req, Co-Req - TSI Met)
- The persistence rate (attendance on day one and retook the TSIA2 at the end) was 91%.
- Out of the 60 slots available for signing students up, 52 students filled those spots. Out of the 52, 34 attended and retested (65%).

Student Profile for SWIM

- ▶ Traditional/Non-traditional
 - ▶ Ages 18 - 25 (79%)
 - ▶ Ages 25+ (21%)
- ▶ High School Population
 - ▶ Not directly from HS (25%)
 - ▶ Directly from HS (75%)
- ▶ Ethnicity/Race
 - ▶ White (29%)
 - ▶ Hispanic (38%)
 - ▶ African American (29%)
 - ▶ Other (4%)

Acknowledgements

Dr. Rocky Barney

Deborah Fregia with the Title V Grant

Laura Horacefield

Alisha Lyon

Lauren Nolte

Leslie Richardson

Gabriela Pena

Alan Bigos

Tutoring Center Staff



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 23, 2023
Subject: Recommendation – CNA Program Coordinator (Replacement)

Presented for recommended approval to the Board of Trustees on January 23, 2023 and forwarded for recommended approval to Board of Trustees on the same date.

MINUTE ORDER

Motion to be acted upon: “I move the Board of Trustees approve the appointment of Karen Bell to the position of CNA Program Coordinator, Nursing Department.”

PURPOSE

Responsible for providing instruction within the appropriate department/program. Programs include potential assignments in any program in the COM Nursing Department. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation. Serves on College committees as needed and assigned. Participate in student orientation, instructional, and advisement activities as needed and assigned.

BACKGROUND

This is a replacement for Jalayne Henderson.

IMPLICATIONS

Financial: \$89,236 from budget 11-0-0000-3104-5100.

Strategic Goal 5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

ATTACHMENTS

1. Appointment Nomination

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 23, 2023
Subject: Recommendation – Acceptance of Non-Contractual Positions Hiring Report

Presented for recommended acceptance to Board of Trustees on January 23, 2023.

MINUTE ORDER

Motion to be acted upon: “I move the Board of Trustees accept the *Non-Contractual Positions Hiring Report* as written.”

PURPOSE

The *Non-Contractual Positions Hiring Report* is being presented to the Board of Trustees for review and acceptance.

BACKGROUND

Notwithstanding Board policy DC (Local) which states that the Board delegates to the College President final authority to employ and dismiss non-contractual classified employees on an at-will basis, based on recommendations from the staff the persons listed on the attached Non-Contractual Positions Hiring Report is recommended for employment.

IMPLICATIONS

Financial:

Administrative Assistant III - \$44,873 from budget 11-0-0000-1315-5160

Computer Lab Assistant I - \$35,899 from budget 11-0-0000- 3505-5160

Strategic Goal #5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

Attachments

Non-contractual Positions Hiring Report

	POSITION	DEPARTMENT	CLASS SUMMARY	POSITION STATUS	SELECTED CANDIDATE	SALARY	SALARY RANGE
1	Administrative Assistant III	Allied Health	Provides varied secretarial and office administrative assistance to the Allied Health department and associated professional staff. In addition to providing secretarial and office administrative services for a designated unit or section and related supervisory and/or professional staff, incumbents also have responsibility for the work of additional office support personnel.	Replacement for Lindsey Sherican	LaRenda Goudie	\$44,873	\$35,899 - \$44,873 - \$53,848
2	Computer Lab Assistant I	Tutoring Center	The Computer Lab Assistant I is the first level in a three-level instructional lab support series. The assistant is responsible for providing students, faculty, staff, and community members with assistance by tutoring and/or answering questions regarding computer skills, LMS, Microsoft Office, and basic computer trouble shooting in the Tutoring Center.	Replacement of Alexandra Norwood	Devin Cornelius	\$35,899	\$35,899 - \$44,873 - \$53,848
3							
4							
5							
6							
7							
8							



MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 23, 2023
Subject: Approval of College of the Mainland Mission Statement

Presented for recommended approval to the Board of Trustees on January 23, 2023

MINUTE ORDER

Motion to be acted upon: "I move the Board of Trustees accept the College of the Mainland's Mission Statement as presented by the Administration."

PURPOSE

Reviewing the mission statement is necessary to determine if the College is meeting the needs of the constituent groups.

BACKGROUND

It's important to have a recurring review of the mission statement of the College since the needs of the community/constituent groups may have changed.

The current Mission Statement for College of the Mainland:

College of the Mainland is a learning-centered, comprehensive community college dedicated to student success and the intellectual and economic enrichment of the diverse communities we serve.

IMPLICATIONS

Failure to review the College's Mission Statement may result in a failure to meet the needs of the community/constituent groups.



MINUTE ORDER

To: Board of Trustees

From: Dr. Warren Nichols, President

Date: January 23, 2023

Subject: Order for General Election for College Board Trustees on May 6, 2023

Discussion and possible action on the Order for General Election for Board of Trustees to be held May 6, 2023.

Presented to the Board of Trustees for recommended approval on January 23, 2023.

Motion to be acted upon: *"I move the Board of Trustees approve the Order and Resolution Calling the Community College Board of Trustees Election to be held on May 6, 2023."*

PURPOSE

To hold a General Election to allow registered voters residing in the College of the Mainland (COM) District to vote for one candidate residing in Single Member District 5 and for one candidate in the At Large Position 7.

BACKGROUND

Texas Election Code section 41.001 authorizes the governing bodies of political subdivisions to conduct general and special election on the first Saturday in May or the first Tuesday after the first Monday in November.

ATTACHMENTS:

- 1. Order and Resolution Calling the Community College Board of Trustees Election in English and Spanish.**

**THE STATE OF TEXAS
COUNTY OF GALVESTON
COLLEGE OF THE MAINLAND COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of COLLEGE OF THE MAINLAND COMMUNITY COLLEGE DISTRICT (COM) at the REGULAR MEETING, ON THE 23rd DAY OF JANUARY 2023, in the Doyle Family Administration Boardroom, within the College District; and the roll was called of the duly constituted officers and members of said Board, to wit:

William McGarvey	Chairman
Alan Waters	Vice Chairman
Melissa Skipworth	Secretary
Donald Gartman	Trustee
Verna Henson	Trustee
Kyle Dickson	Trustee
Dawn King	Trustee

All said persons were present, except the following absentees:

Thus, constituting a quorum, whereupon, among other business, the following transacted at said meeting; a written order and resolution entitled:

ORDER AND RESOLUTION CALLING COMMUNITY COLLEGE TRUSTEE ELECTION

The Order was duly introduced for the consideration of the Board of Trustees and has been fully reviewed. The Order was then duly moved and seconded that the Order of Election be approved; and, after full discussion, the motion to approve the Order of Election prevailed and was approved by the following vote.

Ayes:

Nays:

The Chairman of the Board thereupon announced that the Order of Election was duly and lawfully approved and The Order was adopted as follows:

ORDER AND RESOLUTION CALLING THE COMMUNITY COLLEGE BOARD OF TRUSTEE ELECTION

THE STATE OF TEXAS, COUNTY OF GALVESTON
COLLEGE OF THE MAINLAND COMMUNITY COLLEGE DISTRICT

WHEREAS, The Board of Trustees deems it necessary to call the election hereinafter described pursuant to the provisions of the Texas Education Code, Section 11.052, and the Federal Voting Rights Act of 1965, and

WHEREAS, Texas Election Code section 41.001 authorized the governing bodies of political subdivisions to conduct general and special election on the first Saturday in May or the first Tuesday after the first Monday in November.

THEREFORE, BE IT ORDERED AND RESOLVED BY THE BOARD OF TRUSTEES OF COLLEGE OF THE MAINLAND (COM) THAT:

Section 1. A General Election for college board trustees shall be held for COM on the 6th day of May 2023, in which all registered voters residing in the COM Single Member District (SMD) 5 shall be entitled to vote for one candidate in SMD 5 and all registered voters residing in the At Large Position 7 shall be entitled to vote for one candidate in the At Large Position 7. Candidates must file for a specific district and adhere to the filing deadlines accordingly. Candidate applications are available at COM District Student Center Building and on the COM District website; www.com.edu. The filing period for application for a position on the ballot for the COM District General Election is January 18, 2023 at 8:00 a.m. through February 17, 2023 at 5:00 p.m. Candidates must file their applications in the COM District Student Center Building located at 1200 Amburn Road, Texas City, Texas 77591 in person or by mail.

Section 2. Notice of such election shall be posted and published as required by law.

Section 3. Ballots by mail shall be returned to the Early Voting Clerk;

Dwight D. Sullivan
Galveston County Clerk
P.O. Box 17253
Galveston, Texas 77552-7253

Section 4. Please see "Exhibit A" for the early voting locations and the hours that the polls are open. Voters residing in COM's taxing district may vote at any of the early voting locations.

Section 5. Please see "Exhibit B" for the Election Day voting locations and hours that the polls are open. Voters residing in COM's taxing district may vote at any of the early voting

locations or at such other locations as hereafter may be designated by the Galveston County Clerk and approved by the President of the College District.

(a) The Galveston County Clerk, Dwight D. Sullivan, is hereby designated as the Early Voting Clerk for Galveston County to perform those functions for College District voters who are qualified under state and federal law in Galveston County. Applications for ballots to be voted by mail should be mailed to:

Dwight D. Sullivan
Galveston County Clerk
P.O. Box 17253
Galveston, Texas 77552-7253
Faxed to: 409-765-3160
Emailed to: Dwight.sullivan@co.galveston.tx.us

Section 6. Joint Election. The College District has agreed to participate in a joint election with other participating governmental entities in Galveston County who are also holding elections on Election Day and will contract with the Galveston County for election services. The Board authorizes the Chair of the Board, the President of the College District, or the respective designee of either of such parties, to negotiate and enter into one or more joint election agreements and/or similar contracts or agreements if desired or if required to comply with applicable law, as permitted and in accordance with the provisions of the Texas Election Code, as amended.

Section 7. Election of trustees for each office shall be by a majority vote and the results of said election on May 6, 2023 shall be canvassed by the COM District contractor, Galveston County.

Section 8. Effective date: This Election Order is effective immediately upon approval of the trustees of the "COM" District.

PASSED AND APPROVED January 23, 2023

ATTEST:

Dr. William McGarvey, Chair
Board of Trustees
College of the Mainland

Melissa Skipworth, Secretary
Board of Trustees
College of the Mainland

EXHIBIT A
ENTITY VOTE CENTER ELECTION MAY 6, 2023

Dates & Times:

Monday, April 24, – Friday, April 28, 2023.....8:00 a.m. – 5:00 p.m.

Monday, May 1, - Tuesday, May 2, 2023.....7:00 a.m. – 7:00 p.m.

EARLY VOTING BRANCH LOCATIONS
(Otros lugares para votar):

Justice Center
600 59th Street
Galveston, Texas 77551

Seaside Church
16534 Termini-San Luis Pass Rd.
Jamaica Beach, Texas 77554

MUD 12 Building
2929 Highway 6 2nd Floor
Bayou Vista, Texas 77563

La Marque Community Rm.
1109 B Bayou Rd.
La Marque, Texas 77568

La Marque Fire Station Admin. Bldg.
5715 Texas Ave.
La Marque, Texas 77568

Carver Park
6415 Park Ave.
Texas City, Texas 77591

Nessler Community Ctr.
2010- 5th Ave. Surf Room
Texas City, Texas 77590

COM Technical Vocational Building
1200 Amburn Rd.
Texas City, Texas 77591

Santa Fe City Hall
12002 Highway 6
Santa Fe, Texas 77510

West County Building
11730 Highway 6 Chambers Rm.
Santa Fe, Texas 77510

Dickinson Community Ctr.
2714 Highway 3
Dickinson, Texas 77539

Kemah Community Ctr.
800 Harris Ave.
Kemah, Texas 77565

COM League City Campus
1411 W. Main St.
League City, Texas 77573

EXHIBIT B
ELECTION DAY BRANCH LOCATIONS
May 6, 2023
Times:

Saturday May 6, 2023.....7:00 a.m. – 7:00 p.m.

Seaside Church
16534 Termini-San Luis Pass Rd.
Jamaica Beach, Texas 77554

MUD 12
2929 Highway 6 2nd Floor
Bayou Vista, Texas 77563

La Marque Community Ctr.
1109 B Bayou Rd.
La Marque, Texas 77568

La Marque Fire Station Admin Bldg.
5715 Texas Ave.
La Marque, Texas 77568

Carver Park
6415 Park Ave.
Texas City, Texas 77591

Nessler Community Ctr.
2010- 5th Ave. Surf Room
Texas City, Texas 77590

COM Technical Vocation Building
1200 Amburn Rd.
Texas City, Texas 77591

Santa Fe City Hall
12002 Highway 6
Santa Fe, Texas 77510

West County Building
11730 Highway 6 Chambers Rm.
Santa Fe, Texas 77510

Dickinson Community Ctr.
2714 Highway 3
Dickinson, Texas 77539

Kemah Community Ctr.
800 Harris Ave.
Kemah, Texas 77565

COM League City Campus
1411 W. Main St.
League City, Texas 77573

**EL ESTADO DE TEXAS
CONDADO DE GALVESTON
DISTRITO DE COMMUNITY COLLEGE DE COLLEGE OF THE MAINLAND**

La Junta de Síndicos del DISTRITO DE COMMUNITY COLLEGE DE COLLEGE OF THE MAINLAND (COM) se reunió en la ASAMBLEA ORDINARIA DEL 23 DE ENERO DE 2023 en de administración de la familia Doyle dentro de dicho Distrito de College, y se tomó lista de los funcionarios y miembros debidamente instituidos de dicha Junta, a saber:

William McGarvey	Presidente
Alan Waters	Vicepresidente
Melissa Skipworth	Secretaria
Donald Gartman	Síndico
Verna Henson	Síndico
Kyle Dickson	Síndico
Dawn King	Síndico

Todas dichas personas estuvieron presentes, salvo los siguientes ausentes:

Así se constituyó un quórum, con lo cual, entre otros asuntos, se tramitó lo siguiente en dicha asamblea: una orden y resolución por escrito titulada:

ORDEN Y RESOLUCIÓN PARA CONVOCAR UNA ELECCIÓN DE SÍNDICOS DEL COMMUNITY COLLEGE

La Orden fue debidamente presentada para la consideración de la Junta de Síndicos y ha sido completamente analizada. La Orden fue entonces debidamente presentada y se secundó que se aprobara la Orden de Elección y, después del debate completo, la moción de aprobar la Orden de Elección prevaleció y fue aprobada con la siguiente votación.

A favor:

En contra:

Tras lo cual, el Presidente de la Junta anunció que la Orden de Elección estaba debida y legalmente aprobada y se adoptó la Orden del siguiente modo:

ORDEN Y RESOLUCIÓN PARA CONVOCAR LA ELECCIÓN DE LA JUNTA DE SÍNDICOS DEL COMMUNITY COLLEGE

EL ESTADO DE TEXAS, CONDADO DE GALVESTON
DISTRITO DE COMMUNITY COLLEGE DE COLLEGE OF THE MAINLAND

EN VISTA DE QUE la Junta de Síndicos considera necesario convocar la elección de síndicos descrita más adelante la presente en virtud de las disposiciones de la Sección 11.052 del Código de Educación de Texas y la Ley Federal de Derechos de Votación de 1965, y

EN VISTA DE QUE la sección 41.001 del Código Electoral de Texas autorizó a los órganos rectores de las subdivisiones políticas a realizar una elección general y especial el primer sábado de mayo o el primer martes después del primer lunes de noviembre.

EN CONSECUENCIA, LA JUNTA DE SÍNDICOS DE COLLEGE OF THE MAINLAND (COM) ORDENA Y RESUELVE QUE:

Sección 1. Se realizará una Elección General para síndicos de la junta del college para el COM el 6 de mayo de 2023 en la que todos los votantes registrados que residen en el Distrito de Miembro Único (SMD) 5 del COM podrán votar por un candidato en el SMD 5 y todos los votantes registrados que residen en la posición general 7 tendrán derecho a votar por un candidato en la posición general 7. Los candidatos deben presentar su candidatura para un distrito específico y acatar los plazos correspondientes de presentación. Las solicitudes para los candidatos se pueden conseguir en el edificio del centro de estudiantes del Distrito del COM y en el sitio web del Distrito del COM: www.com.edu. El periodo para presentar la solicitud para obtener un lugar en la boleta para la elección general del Distrito del COM es del 18 de enero de 2023 a las 8:00 a.m. hasta el 17 de febrero de 2021 a las 5:00 p.m. Los candidatos deben presentar sus solicitudes en el edificio del centro de estudiantes del Distrito del COM situado en 1200 Amburn Road, Texas City, Texas 77591 en persona o por correo postal.

Sección 2. Se colocará y publicará un aviso de dicha elección como lo exige la ley.

Sección 3. Las boletas de votación por correo postal deben ser regresadas a la Oficial de Votación Anticipada;

Dwight D. Sullivan
Galveston County Clerk
P.O. Box 17253
Galveston, Texas 77552-7253

Sección 4. En el "Anexo A" se pueden consultar los lugares de votación anticipada y los horarios de apertura de las casillas electorales. Los votantes que residen en el distrito fiscal del COM pueden votar en cualquiera de los lugares de votación anticipada.

Sección 5. En el “Anexo B” se pueden consultar los lugares de votación del Día de Elección y los horarios de apertura de las casillas electorales. Los votantes que residen en el distrito fiscal del COM pueden votar en cualquiera de los lugares de votación anticipada o en ciertos otros lugares como puedan ser designados más adelante por el Secretario del Condado de Galveston y aprobados por el Presidente del Distrito del College.

(a) Por la presente, se designa al Secretario del Condado de Galveston, Dwight D. Sullivan, como el Oficial de Votación Anticipada para el Condado de Galveston para desempeñar dichas funciones para los votantes del Distrito del College que estén habilitados bajo la ley estatal y federal en el Condado de Galveston. Las solicitudes de boletas de votación para votar por correo deberían enviarse por correo postal a:

Dwight D. Sullivan
Galveston County Clerk
P.O. Box 17253
Galveston, Texas 77552-7253
Por fax a: 409-765-3160
Por correo electrónico a: Dwight.sullivan@co.galveston.tx.us

Sección 6. Elección Conjunta. El Distrito del College ha convenido participar en una elección conjunta con otras entidades gubernamentales participantes en el Condado de Galveston que también llevan a cabo elecciones el Día de Elección y celebrará un contrato de servicios electorales con el Condado de Galveston. La Junta autoriza al Presidente de la Junta, al Presidente del Distrito del College o a cada uno de sus respectivos representantes designados a negociar y celebrar uno o más convenios de elección conjunta y/o contratos o convenios similares si así lo desean o si es obligatorio para cumplir con la ley aplicable, según lo permitido por las disposiciones del Código Electoral de Texas y sus enmiendas, y en conformidad con ellas.

Sección 7. La elección de síndicos para cada cargo será por voto mayoritario y los resultados de dicha elección del 6 de mayo de 2023 serán escrutados por el contratista del Distrito del COM, el Condado de Galveston.

Sección 8. Fecha de entrada en vigencia: Esta Orden de Elección entra en vigencia inmediatamente después de su aprobación por los síndicos del Distrito del “COM”.

PRESENTADA Y APROBADA el 23 de enero de 2023

ATESTIGUA:

Dr. William McGarvey, Presidente
Junta de Síndicos
College of the Mainland

Melissa Skipworth, Secretaria
Junta de Síndicos
College of the Mainland

EXHIBIT A
ENTITY VOTE CENTER ELECTION MAY 6, 2023

Dates & Times:

Monday, April 24, – Friday, April 28, 2023.....8:00 a.m. – 5:00 p.m.

Monday, May 1, - Tuesday, May 2, 2023.....7:00 a.m. – 7:00 p.m.

EARLY VOTING BRANCH LOCATIONS
(Otros lugares para votar):

Justice Center
600 59th Street
Galveston, Texas 77551

Seaside Church
16534 Termini-San Luis Pass Rd.
Jamaica Beach, Texas 77554

MUD 12 Building
2929 Highway 6 2nd Floor
Bayou Vista, Texas 77563

La Marque Community Rm.
1109 B Bayou Rd.
La Marque, Texas 77568

La Marque Fire Station Admin. Bldg.
5715 Texas Ave.
La Marque, Texas 77568

Carver Park
6415 Park Ave.
Texas City, Texas 77591

Nessler Community Ctr.
2010- 5th Ave. Surf Room
Texas City, Texas 77590

COM Technical Vocational Building
1200 Amburn Rd.
Texas City, Texas 77591

Santa Fe City Hall
12002 Highway 6
Santa Fe, Texas 77510

West County Building
11730 Highway 6 Chambers Rm.
Santa Fe, Texas 77510

Dickinson Community Ctr.
2714 Highway 3
Dickinson, Texas 77539

Kemah Community Ctr.
800 Harris Ave.
Kemah, Texas 77565

COM League City Campus
1411 W. Main St.
League City, Texas 77573

EXHIBIT B
ELECTION DAY BRANCH LOCATIONS
May 6, 2023
Times:

Saturday May 6, 2023.....7:00 a.m. – 7:00 p.m.

Seaside Church
16534 Termini-San Luis Pass Rd.
Jamaica Beach, Texas 77554

MUD 12
2929 Highway 6 2nd Floor
Bayou Vista, Texas 77563

La Marque Community Ctr.
1109 B Bayou Rd.
La Marque, Texas 77568

La Marque Fire Station Admin Bldg.
5715 Texas Ave.
La Marque, Texas 77568

Carver Park
6415 Park Ave.
Texas City, Texas 77591

Nessler Community Ctr.
2010- 5th Ave. Surf Room
Texas City, Texas 77590

COM Technical Vocational Building
1200 Amburn Rd.
Texas City, Texas 77591

Santa Fe City Hall
12002 Highway 6
Santa Fe, Texas 77510

West County Building
11730 Highway 6 Chambers Rm.
Santa Fe, Texas 77510

Dickinson Community Ctr.
2714 Highway 3
Dickinson, Texas 77539

Kemah Community Ctr.
800 Harris Ave.
Kemah, Texas 77565

COM League City Campus
1411 W. Main St.
League City, Texas 77573



PRESIDENT'S OFFICE

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 23, 2023
Subject: Order for Election on May 6, 2023 for Authorization to Issue General Obligation Bonds

MINUTE ORDER

Motion to be acted upon: "I move that the Board of Trustees order an election to be held on May 6, 2023, to request voter authorization for the issuance of general obligation bonds in the amount of \$250,000,000 for capital projects; to designate the location of polling places and the hours the polls shall be open."

PURPOSE

The subject order authorizes the conduct of an election to secure approval for the issuance of bonds to be used for construction, renovation, acquisition and equipment of school buildings for the College District, as previously discussed by the Board and presented by College District staff.

BACKGROUND

Pursuant to Tex. Code §130.122(a) the Board of Trustees is authorized to issue bonds for the construction and equipment of school buildings and the purchase of necessary sites therefor, and to levy taxes for payment of same, if such authorization is provided pursuant to a duly called election as stated in Tex. Educ. Code §130.122(b).

ATTACHMENTS

1. Order for Election

ORDER CALLING BOND ELECTION

STATE OF TEXAS §
COUNTY OF GALVESTON §
COLLEGE OF THE MAINLAND §

WHEREAS, the Board of Trustees (the “Board”) of College of the Mainland (the “College District”) finds and determines that it is necessary and advisable to call and hold an election for and within the boundaries of the College District on the proposition hereinafter set forth; and

WHEREAS, it is hereby officially found and determined that said election shall be held on a uniform election date established by Section 41.001(a), Texas Election Code, as amended, as required by Texas law; and

WHEREAS, the College District may enter into one or more election agreements (the “Election Agreements”) with Galveston County, Texas (the “County”), by and through the Galveston County Clerk (the “County Clerk”) and possibly other political subdivisions (the “Participants”), in accordance with the laws of the State of Texas (the “State”) and applicable federal law; and

WHEREAS, the Board finds and declares that the meeting at which this Order Calling Bond Election (the “Election Order”) is considered is open to the public, and that the public notice of the time, place and purpose of the meeting was given, as required by Chapter 551, Texas Government Code, as amended; Now Therefore,

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF COLEGE OF THE MAINLAND:

Section 1. Call of Election; Date; Eligible Electors; and Hours. An election (the “Election”) shall be held on May 6, 2023 (“Election Day”), which is seventy-eight (78) or more days from the date of the adoption of this Election Order, within and throughout the territory of the College District at which all resident, qualified electors of the College District shall be entitled to vote. The Board hereby finds that holding the Election on such date is in the public interest. The hours during which the polling places are to be open on Election Day shall be from 7:00 a.m. to 7:00 p.m.

Section 2. Polling Places; Election Officers. Except as otherwise provided herein, the boundaries and territories of the County election precincts that are wholly or partially within the territorial boundaries of the College District are hereby designated as the voting precincts of the College District for the Election and the precinct numbers for the College District’s election precincts shall be the corresponding County precinct number of each precinct. The Election Day polling places shall be as shown in **Exhibit A** to this Election Order. The precinct judges and alternate judges for the Election shall be appointed in accordance with the Texas Election Code (the “Election Code”).

In the event that the President of the College District (the “President”), or his designee, shall determine from time to time that (a) a polling place hereafter designated shall become unavailable or unsuitable for such use, or it would be in the College District’s best interests to relocate such polling place, or (b) a presiding judge or alternate presiding judge hereafter designated shall become unqualified or unavailable, the President, or his designee, is hereby authorized to designate and appoint in writing a substitute polling place, presiding judge or alternate presiding judge, and correct or modify the exhibits to this Election Order, giving such notice as is required by the Election Code and as deemed sufficient.

Section 3. Proposition. At the Election there shall be submitted to the resident, qualified electors of the College District the following proposition (the “Proposition”):

COLLEGE OF THE MAINLAND - PROPOSITION A

SHALL THE BOARD OF TRUSTEES (THE “BOARD”) OF COLLEGE OF THE MAINLAND (THE “COLLEGE DISTRICT”) BE AUTHORIZED TO ISSUE BONDS OF THE COLLEGE DISTRICT, IN ONE OR MORE SERIES OR INSTALLMENTS, IN THE AMOUNT OF \$250,000,000 FOR THE CONSTRUCTION, RENOVATION, ACQUISITION AND EQUIPMENT OF SCHOOL BUILDINGS FOR THE COLLEGE DISTRICT AND THE PURCHASE OF THE NECESSARY SITES FOR SCHOOL BUILDINGS, WHICH BONDS MAY BE ISSUED IN VARIOUS ISSUES OR SERIES, SHALL MATURE SERIALLY OR OTHERWISE NOT MORE THAN 40 YEARS FROM THEIR DATE, AND SHALL BEAR INTEREST AT SUCH RATE OR RATES, NOT TO EXCEED THE MAXIMUM RATE NOW OR HEREAFTER AUTHORIZED BY LAW, AS SHALL BE DETERMINED BY THE BOARD WITHIN THE DISCRETION OF THE BOARD AT THE TIME OF ISSUANCE; AND SHALL THE BOARD BE AUTHORIZED TO LEVY AND PLEDGE, AND CAUSE TO BE ASSESSED AND COLLECTED, ANNUAL AD VALOREM TAXES ON ALL TAXABLE PROPERTY IN THE COLLEGE DISTRICT SUFFICIENT, WITHIN THE LIMITS PRESCRIBED BY LAW, TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS AND THE COSTS OF ANY CREDIT AGREEMENTS EXECUTED OR AUTHORIZED IN ANTICIPATION OF, IN RELATION TO, OR IN CONNECTION WITH SAID BONDS; SAID BONDS TO BE ISSUED AND SAID TAXES TO BE LEVIED, PLEDGED, ASSESSED, AND COLLECTED UNDER THE CONSTITUTION AND LAWS OF THE STATE OF TEXAS INCLUDING THE TEXAS EDUCATION CODE?

Section 4. Ballots. The ballots shall conform to the requirements of the Election Code and shall have written or printed thereon the following:

OFFICIAL BALLOT

COLLEGE OF THE MAINLAND - PROPOSITION A

- [] FOR) THE ISSUANCE OF \$250,000,000 BONDS FOR THE
) CONSTRUCTION, RENOVATION, ACQUISITION, AND
) EQUIPMENT OF SCHOOL BUILDINGS FOR THE COLLEGE OF
) THE MAINLAND, AND THE PURCHASE OF THE NECESSARY
) SITES FOR SCHOOL BUILDINGS, AND THE LEVY AND
) IMPOSITION OF TAXES SUFFICIENT TO PAY THE PRINCIPAL
[] AGAINST) OF AND INTEREST ON THE BONDS AND THE COSTS OF ANY
) CREDIT AGREEMENTS.

Section 5. Voting. Electronic voting machines may be used in holding and conducting the Election on Election Day; provided, however, in the event the use of such electronic voting machines is not practicable, the Election may be conducted on Election Day by the use of paper ballots (except as otherwise provided in this section). Electronic voting machines or paper ballots may be used for early voting by personal appearance (except as otherwise provided in this section). As required by the Election Code, the College District shall provide at least one accessible voting system in each polling place used in the Election. Such voting system shall comply with Texas and federal laws establishing the requirement for voting systems that permit voters with physical disabilities to cast a secret ballot. Paper ballots may be used for early voting by mail.

Each voter desiring to vote in favor of the Proposition shall mark the ballot indicating “FOR” the Proposition, and each voter desiring to vote against the Proposition shall mark the ballot indicating “AGAINST” the Proposition. Voting will be conducted in accordance with the Election Code.

Section 6. Early Voting. The Board hereby appoints the County Clerk as the regular early voting clerk for the College District. Early voting, both by personal appearance and by mail, will be conducted in accordance with the Election Code.

Early voting by personal appearance shall be conducted at the locations, on the dates and at the times as shown in **Exhibit B**. Early voting by personal appearance shall begin on Monday, April 24, 2023 and end on Tuesday, May 2, 2023.

For the use of those voters who are entitled by law to vote early by mail, the early voting clerk shall provide each voter with a ballot with instructions to mark the ballot indicating his or her vote “FOR” or “AGAINST” the Proposition.

The Board hereby appoints the County Clerk as the regular early voting clerk. The County Clerk’s contact information/delivery addresses for applications for ballots to be voted by mail and other matters related to the Election are as follows:

Name: Dwight D. Sullivan
Official Mailing Address: P.O. Box 17253, Galveston, Texas 77552-7253

Physical Address: 600 59th Street, Suite 2001, Galveston, Texas 77551

E-mail Address: absenteeballotapplications@co.galveston.tx.us

Phone Number: (409) 766-2200

Fax Number: (409) 765-3160

Website Address: <https://www.galvestonvotes.org/home-votes/>

The County Clerk is hereby authorized and directed to designate the early voting ballot board and other officers required to conduct early voting for the Election.

Section 7. Conduct of Election. The Election shall be conducted by election officers, including the judges and alternate judges or clerks appointed by the Board, in accordance with the Election Agreements, the Education Code, the Election Code and the Constitution and laws of the State and the United States of America. The Chair of the Board, the President, and their respective designees, are authorized to enter into, execute and deliver one or more Election Agreements, in accordance with applicable provisions of the Election Code. The terms and provisions of each Election Agreement are hereby incorporated into this Election Order. To the extent of any conflict between this Election Order and an Election Agreement, the terms and provisions of the Election Agreement shall prevail, and the Chair of the Board, the President, and their respective designees, are authorized to make such corrections, changes, revisions and modifications to this Election Order, including the exhibits hereto, as are deemed necessary or appropriate to conform to the Election Agreement, to comply with applicable state and federal law and to carry out the intent of the Board, as evidenced by this Election Order. The County Clerk shall be responsible for establishing the central counting station for the ballots cast in the Election and appointing the personnel necessary for such station.

Section 8. Bilingual Election Materials. All notices, instructions, and ballots pertaining to the Election shall be furnished to voters in both English and Spanish and persons capable of acting as translators in both English and Spanish shall be made available to assist Spanish language speaking voters in understanding and participating in the election process.

Section 9. Delivery of Voted Ballots; Counting; Tabulation; Canvassing of Returns; Declaring Results. The ballots shall be counted by one or more teams of election officers assigned by the presiding judges, each team to consist of two or more election officers. After completion of his responsibilities under the Election Code, including the counting of the voted ballots and the tabulation of the results, the presiding judge shall make a written return of the Election results to the College District in accordance with the Election Code. The Board shall canvass the returns and declare the results of the Election.

If a majority of the resident, qualified electors of the College District voting at the Election, including those voting early, shall vote in favor of the Proposition, then the issuance and sale of the bonds described in the Proposition shall be authorized in the maximum amount contained therein, and the bonds shall be issued and sold at the price or prices and in such denominations determined by the Board to be in the College District's best interest.

Section 10. Training of Election Officials. Pursuant to the Election Code, a public school of instruction for all election officers and clerks may be held as arranged or contracted by the County Clerk.

Section 11. Notice of Election; Voter Information Document. Notice of the Election shall be given in the manner required by the Election Code and other applicable law. To the extent required by law, the notice of the Election shall include the College District's internet website address, which is <https://www.com.edu/>.

A voter information document for the Proposition in the form attached hereto as **Exhibit C** is hereby approved, together with such revisions as may be approved by the President, and shall be posted and provided in accordance with law.

Section 12. Notice of Meeting. The Board officially finds, determines, recites and declares that written notice of the date, hour, place and subject of the meeting at which this Election Order is adopted was posted on a bulletin board located at a place convenient to the public at the College District's administrative offices for a least seventy-two (72) hours preceding the scheduled time of the meeting; that a telephonic or telegraphic notice of such meeting was given to all news media who have consented to pay any and all expenses incurred by the College District in connection with providing such notice, both as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended; and that such meeting was open to the public as required by law at all times during which this Election Order and the subject matter thereof was discussed, considered and formally acted upon.

Section 13. Mandatory Statement of Information.

(a) Pursuant to Section 3.009, Texas Election Code: (i) the proposition language that will appear on the ballot is set forth in Section 4 of this Election Order, (ii) the purposes for which the bonds are to be authorized are set forth in Section 3 of this Election Order, (iii) the principal amount of bonds to be authorized is set forth in Section 3 of this Election Order, (iv) if the issuance of bonds is authorized by voters, taxes sufficient, without limit as to rate or amount, to pay the principal of and interest on the bonds and the costs of any credit agreements may be imposed, as set forth in Section 3 of this Election Order, (v) bonds authorized pursuant to this Election Order may be issued to mature over a specified number of years not to exceed the lesser of forty (40) years or the maximum number of years authorized by law and bearing interest at the rate or rates (not to exceed 15%), as authorized by law and determined by the Board, (vi) as of the date of the adoption of this Election Order, the aggregate amount of outstanding principal of the College District's debt obligations is \$160,240,000.00 and the aggregate amount of outstanding interest on the College District's debt obligations is \$101,440,750.00, and (vii) the College District's ad valorem debt service tax rate as of the date of adoption of this Election Order is \$0.1024 per \$100 valuation of taxable property.

(b) Based upon market conditions as of the date of this Election Order, the maximum net effective interest rate for any series of the bonds is estimated to be [5.50]%. Such estimated maximum interest rate is provided as a matter of information, but is not a limitation on the interest rate at which the bonds, or any series thereof, may be sold. In addition, the estimate contained in

this subsection (b) is (i) based on certain assumptions (including assumptions concerning prevailing market and economic conditions at the time(s) of issuance of the bonds) and derived from projections obtained from the College District's financial advisor, (ii) subject to change to the extent that actual facts, circumstances and conditions prevailing at the time that the bonds are issued differ from such assumptions and projections, (iii) provided solely in satisfaction of the requirements of Section 3.009, Texas Election Code, and for no other purpose, without any assurance that such projections will be realized, and (iv) not intended to and does not give rise to a contract with voters or limit the authority of the Board to issue bonds in accordance with the Proposition submitted by this Election Order.

Section 14. Necessary Actions. The Chair and the Secretary of the Board of Trustees and the President of the College District, in consultation with the College District's attorney and bond counsel are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code and the Federal Voting Rights Act in carrying out and conducting the Election, whether or not expressly authorized herein. In addition, the Board authorizes the Chair, the President of the College District, or the respective designee of either of such parties to make such technical modifications to this Election Order, including the exhibits hereto, that are necessary for compliance with applicable Texas or federal law or to carry out the intent of the Board, as evidenced herein.

Section 15. Severability. If any provision, section, subsection, sentence, clause or phrase of this Election Order, or the application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, neither the remaining portions of this Election Order nor their application to other persons or sets of circumstances shall be affected thereby, it being the intent of the College District in adopting this Election Order that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, invalidity or unenforceability of any other portion hereof, and all provisions of this Election Order are declared to be severable for that purpose.

Section 16. Effective Date. This Election Order is effective immediately upon its passage and approval.

[Signature page to follow.]

PASSED AND APPROVED January 23, 2023.

Chair, Board of Trustees
College of the Mainland

ATTEST:

Secretary, Board of Trustees
College of the Mainland

(SEAL)

Signature Page
College of the Mainland
Order Calling Bond Election

EXHIBIT A

**GALVESTON COUNTY
ELECTION DAY POLLING LOCATIONS¹
(Between the hours of 7:00 a.m. and 7:00 p.m.)**

Joe Faggard Community Center
1750 Highway 87
Crystal Beach, TX 77650

Carver Park Community Center
6415 Park Ave.
Texas City, TX 77591

Galveston County Court House
722 Moody (2nd Floor)
Galveston, TX 77550

Seaside Baptist Church
16534 Termini-San Luis Pass Rd.
Jamaica Beach, TX 77554

Scott Building
4116 N 1/2
Galveston, TX 77550

Moody Methodist Church
2803 53rd St
Galveston, TX 77551

MUD 12 Building
2929 Hwy 6 Ste. 300
Bayou Vista, TX 77563

Greater St. Matthews Baptist Church
6333 Highway 6
Hitchcock, TX 77563

West County Building
11730 Highway 6
Santa Fe, TX 77510

Sant Fe ISD Museum
13304 Highway 6
Santa Fe, TX 77510

La Marque Community Room
1109 B Bayou Rd.
La Marque, TX 77568

Nessler Center
2010 Fifth Ave. North
Texas City, TX 77590

San Leon Volunteer Fire
12th St. & Ave. D
San Leon, TX 77539

Mid County Building
9850 Emmett Lowry Expressway
Texas City, TX 77591

Dickinson Community Center
2714 Highway 3
Dickinson, TX 77539

IBC Bank
2301 W FM 646
Dickinson, TX 77539

The Crossings
255 N. Egret Bay Blvd.
League City, TX 77573

Bacliff Volunteer Fire Department
600 Grand Avenue
Bacliff, TX 77518

¹ Election Day Polling Locations subject to adjustment as directed by the County Clerk.

League City Civic Center
2105 Dickinson Ave.
League City, TX 77573

Justice Center
600 59th Street
Galveston, Texas 77551

Friendswood ISD Admin.
402 Laurel Dr.
Friendswood, TX 77546

COM Technical Vocational Building
1200 Amburn Rd.
Texas City, TX 77591

Kemah Community Center
800 Harris
Kemah, TX 77565

Calder Road Annex
174 Calder Rd.
League City, TX 77573

COM League City Campus
1411 W. Main St.
League City, TX 77573

EXHIBIT B

EARLY VOTING POLLING LOCATIONS AND TIMES²

Dates & Times:

Monday, April 24, - Friday, April 28, 2023.....8:00 a.m. – 5:00 p.m.

Monday, May 1, - Tuesday, May 2, 2023.....7:00 a.m. – 7:00 p.m.

Galveston County Justice Center
600 – 59th Street
2nd Floor Conference Room
Galveston, Texas

Joe Faggard Community Center
1750 Highway 87
Crystal Beach, TX 77650

Rebecca Sealy Hospital
404 8th Street
Galveston, TX 77555

Galveston County Court House
722 Moody (2nd Floor)
Galveston, TX 77550

Santa Fe City Hall
12002 Highway 6
Santa Fe, TX 77510

Scott Building
4116 N 1/2
Galveston, TX 77550

Moody Methodist Church
2803 53rd St
Galveston, TX 77551

GISD Administration Building
3904 Ave. T
Galveston, TX

Seaside Baptist Church
16534 Termini-San Luis Pass Rd.
Jamaica Beach, TX 77554

MUD 12 Building
2929 Hwy 6 Ste. 300
Bayou Vista, TX 77563

Greater St. Matthews Baptist Church
6333 Highway 6
Hitchcock, TX 77563

West County Building
11730 Highway 6
Santa Fe, TX 77510

Sant Fe ISD Museum
13304 Highway 6
Santa Fe, TX 77510

Day Spring Church
2215 FM 646 Rd. North
Santa Fe, TX 77510

Carver Park Community Center
6415 Park Ave.
Texas City, TX 77591

² Early Voting Polling Locations subject to adjustment as directed by the County Clerk.

La Marque Community Room
1109 B Bayou Rd.
La Marque, TX 77568

Calvary Baptist Church
517 18th Ave. North
Texas City, TX 77590

COM Technical Vocational Building
1200 Amburn Rd.
Texas City, TX 77591

San Leon Volunteer Fire
12th St. & Ave. D
San Leon, TX 77539

Dickinson Community Center
2714 Highway 3
Dickinson, TX 77539

Dominion Church
6400 Calder Road
Dickinson, TX 77539

The Crossings
255 N. Egret Bay Blvd.
League City, TX 77573

Hometown Hero's Park
2105 Dickinson Ave.
League City, TX 77573

Texas A&M Building 3035
2025 Seawolf Parkway, Suite 102
Galveston, Texas 77554

League City Intermediate
2588 Webster St. (Cafeteria)
League City, TX 77573

COM League City Campus
1411 W. Main St.
League City, TX 77573

Texas City Central Fire Station
1721 25th St.
Texas City, TX 77590

Nessler Center
2010 Fifth Ave. North
Texas City, TX 77590

Mid County Building
9850 Emmett Lowry Expressway
Texas City, TX 77591

Dickinson City Hall
4403 Highway 3
Dickinson, TX 77539

IBC Bank
2301 W FM 646
Dickinson, TX 77539

Bacliff Volunteer Fire Department
600 Grand Avenue
Bacliff, TX 77518

Bauerschlag Elementary
2051 League City Parkway
League City, TX 77573

Kemah Community Center
800 Harris
Kemah, TX 77565

Regal Estates
500 Enterprise Ave.
League City, TX 77573

League City Civic Center
400 W. Walker (Ballroom)
League City, TX 77573

Calder Road Annex
174 Calder Rd.
League City, TX 77573

Friendswood ISD Admin.
402 Laurel Dr.
Friendswood, TX 77546

Hope Lutheran
1804 S. Friendswood Drive
Friendswood, TX 77546

Stanfield Properties
807 S. Friendswood Dr.
Friendswood, TX 77546

Justice Center
600 59th Street
Galveston, Texas 77551

EXHIBIT C³

VOTER INFORMATION DOCUMENT

COLLEGE OF THE MAINLAND - PROPOSITION A

- [] FOR) THE ISSUANCE OF \$250,000,000 BONDS FOR THE
) CONSTRUCTION, RENOVATION, ACQUISITION, AND
) EQUIPMENT OF SCHOOL BUILDINGS FOR THE COLLEGE OF
) THE MAINLAND, AND THE PURCHASE OF THE NECESSARY
) SITES FOR SCHOOL BUILDINGS, AND THE LEVY AND
[] AGAINST) IMPOSITION OF TAXES SUFFICIENT TO PAY THE PRINCIPAL
) OF AND INTEREST ON THE BONDS AND THE COSTS OF ANY
) CREDIT AGREEMENTS.

1. Principal of the debt obligations to be authorized	\$250,000,000.00
2. Estimated interest for the debt obligations to be authorized	\$[_____]
3. Estimated combined principal and interest required to pay on time and in full the debt obligations to be authorized	\$[_____]
4. Principal of all outstanding debt obligations of the College District*	\$160,240,000.00
5. Estimated remaining interest on all outstanding debt obligations of the College District*	\$101,440,750.00
6. Estimated combined principal and interest required to pay on time and in full all outstanding debt obligations of the College District*	\$261,680,750.00
7. Estimated maximum annual increase in the amount of taxes that would be imposed on a residence homestead in the College District with an appraised value of \$100,000 to repay the debt obligations to be authorized, if approved, based upon assumptions made by the governing body of the College District	\$[0.00]
8. Other information that the College District considers relevant or necessary to explain the foregoing information	See major assumptions listed below.

* As of the date of adoption of the College District's Bond Election Order.

³ The President shall be authorized to complete and make any modifications to this **Exhibit C** deemed appropriate after consulting with the College District's bond counsel as to legal sufficiency.

Major assumptions for statements above, including statement 7:

(1) Assumed amortization of the College District’s debt obligations, including outstanding debt obligations and the proposed debt obligations:

Term	Principal	Interest	Total Proposed Debt Service	Total Proposed Debt Service + Existing Debt Service
[____ Years]	\$250,000,000.00	\$[_____]	\$[_____]	\$[_____]

(2) Assumed changes in estimated future appraised values within the College District: Assumes annual growth of \$[_____] for [5] years and will remain constant thereafter.

(3) Assumed interest rate on the debt obligations to be issued: [5.50]%.

(4) If the assumptions contained herein are met, the College District does [not] anticipate the need for a tax rate increase to pay debt service on debt obligations issued pursuant to the proposition set forth in this Voter Information Document (the “Proposition”). Therefore, the estimated maximum annual increase in the amount of taxes imposed on a residence homestead to repay the debt obligations, if approved, is expected to be \$[0.00].

(5) Assumes state-mandated homestead exemption.

(6) Assumes homestead does not qualify for idiosyncratic exemptions, including, but not limited to, the state-mandated (a) homestead exemption for the elderly and disabled (for which tax payments are capped based on the homeowner’s tax payment in the year the exemption is obtained), and (b) homestead exemption for disabled veterans and their families, surviving spouses of members of the armed services killed in action and surviving spouses of first responders killed or fatally wounded in the line of duty.

The estimates contained in this Voter Information Document are (i) based on certain assumptions (including the major assumptions listed above and assumptions concerning prevailing market and economic conditions at the time(s) of issuance of the bonds) and derived from projections obtained from the College District’s financial advisor, (ii) subject to change to the extent that actual facts, circumstances and conditions prevailing at the time that the bonds are issued differ from such assumptions and projections, (iii) provided solely in satisfaction of the requirements of Section 1251.052, Texas Government Code, and for no other purpose, without any assurance that such projections will be realized, and (iv) not intended to (and expressly do not) give rise to a contract with voters or limit the authority of the College District to issue bonds in accordance with the Proposition submitted by the College District’s Bond Election Order.



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 23, 2023
Subject: Agenda Item for COM Board of Trustees

AGENDA ITEM DESCRIPTION: Increase Agreement with Steel Advertising for an additional \$52,480.00 supporting services for brand campaign implementation and public relations

FUNDING SOURCE:

Fund Balance Project #2023-23

PURPOSE:

Brand campaign implementation, including creative assets and public relations

PROPOSED MOTION: *"I move the Board of Trustees approve an increase with Steel Advertising for an additional \$52,480 to be paid from Fund Balance Project #2023-23."*

BACKGROUND:

In August 2022, Marketing and Public Affairs engaged with Steel Advertising for an agreement in an amount of \$48,000 + 10% contingency (\$31,680) for a brand image study and strategy (Phase I – II). In October 2022, COM Marketing engaged Steel Advertising for the development of a bond educational communication campaign for \$44,000 + 10% contingency (\$48,400) to gain voter confidence supporting a possible bond.

Marketing and Public Affairs is requesting to extend the scope of the initial agreement for branding work to include a Phase III for brand campaign implementation activities. These include brand campaign asset development and public relations execution. The proposed amount being requested for Phase III of the brand campaign is **\$52,480**.

The proposed scope of work for this contract would be as follows:

Phase I: Onboarding, discovery, brand image study, brand development

Total: \$19,200 + 10% = \$21,120 | Funding Source: Fund Balance Project 2023-23 (complete)

Phase II: Communications plan and brand marketing campaign

Total: \$28,800 + 10% = \$31,680 | Funding Source: Fund Balance Project 2023-23 (complete)

Bond educational communications campaign

Total: \$44,000 + 10% = \$48,400 | Funding Source: Fund Balance Project 2023-25 (85% complete)

Phase III: Brand campaign creative asset development, PR execution (i.e., campaign implementation)

Total: \$52,480 | Funding Source: Fund Balance Project #2023-23

(This total includes 10% contingencies for Phase I and II and the bond communications scopes of work).

Monthly Financial Report

Cash Situation

(in millions)

Net unrestricted cash at end of month:	<u>\$14.8</u>
Minimum required cash :	\$7.1
Excess cash above minimum:	\$7.7

Unaudited Operations Year to Date *(in millions)*

Revenues

Budget:	\$38.0
Actual:	\$12.6

Expense

Budget:	\$38.0
Actual:	\$11.9

(31% Spent at 33% of the year)



MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 13, 2023
Subject: Monthly Financial & Investment Reports

AGENDA ITEM DESCRIPTION:

Consideration of and possible acceptance of the November 2022 and December 2022 Investment and Financial Reports.

PURPOSE

To report to the Board of Trustees the year-to-date revenues and expenses for the college, comparison of revenues and expenses to budget, and the college's current cash balance.

FUNDING SOURCE:

N/A

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees accept the November 2022 and December 2022 Investment Report and the November 2022 and December 2022 Financial Reports."

BACKGROUND

The investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the PFIA under Education Code 51.0032 and Government Code 2256.023.

In accordance with COM policy CDA (LOCAL) – Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date and reporting on the status of all District funds and District accounts.

ATTACHMENTS

1. November 2022 Investment Discussion & Report
2. November 2022 Revenue & Expense Summary
3. November 2022 Expense by Division Report
4. December 2022 Investment Discussion & Report
5. December 2022 Revenue & Expense Summary
6. December 2022 Expense by Division Report



INVESTMENT REPORT
For the Month Ended November 2022

Investment discussion:

College of the Mainland earned \$92,211 for the month of November on its short-term investments in TexPool & Logic for a total of \$266,073 investment interest earned fiscal year to date. The College earned an additional \$1, fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$266,074 interest for the fiscal year to date period ending November: TexPool - \$117,673 Logic 20 – \$148,400 and TFB - \$1.

Investments in the TexPool & Logic investment pools remain more profitable than fixed rate certificate of deposits purchased at our depository bank. In addition, the investment pool provides more efficient liquidity than certificates of deposit, which are restricted to specific term lengths. Therefore, all investment funds remain in TexPool, Logic and interest earning checking accounts.

Investment Compliance Statement:

We provide reasonable assurance that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and that all these investments and investing procedures conform to the “Public Funds Investment Act” as amended by House Bill 2459 of the 74th Texas Legislature.

Furthermore, these same investments are in compliance with College of the Mainland’s investment policy and strategy as adopted by the College of the Mainland’s Board of Trustees.

A handwritten signature in blue ink, appearing to read 'Clen Burton', written over a horizontal line.

Clen Burton
Vice President of Fiscal Affairs
College of the Mainland

A handwritten signature in blue ink, appearing to read 'Trudy Trochesset', written over a horizontal line.

Trudy Trochesset
Controller
College of the Mainland



TexPool Investments for November 2022

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 15,001,747	\$ -	\$ 500,000	43,169	14,544,916	14,536,519	3.564%
Moody	41	26,855	-	-	80	26,935	26,858	3.561%
Totals		\$ 15,028,602	\$ -	\$ 500,000	\$ 43,249	\$ 14,571,851	\$ 14,563,377	

Note: For the above listed investments in TexPool, book value is equivalent to market value.
There was no accrued interest as of November 2022

Logic (Hilltop Securities) Investments for November 2022

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
COM Bond 2020	46	\$ 17,874,371	\$ -	\$ 3,863,048	48,962	14,060,285	15,212,752	3.862%
Totals		\$ 17,874,371	\$ -	\$ 3,863,048	\$ 48,962	\$ 14,060,285	\$ 15,212,752	
Totals		\$ 32,902,973	\$ -	\$ 4,363,048	\$ 92,211	\$ 28,632,135	\$ 29,776,130	

Unrestricted Fund (Unaudited)

Summary of Revenue

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Operating revenue						
Tuition-credit	(4,077,131)	(4,577,000)	(499,869)	89%	(3,680,003)	(397,128)
Tuition-non-credit	(104,719)	(1,176,000)	(1,071,281)	9%	(212,018)	107,299
Exemptions and waivers	1,066,936	1,248,000	181,064	85%	1,115,120	(48,184)
Registration fees	(1,839,528)	(2,016,000)	(176,472)	91%	(1,684,346)	(155,183)
Other fees	(86,422)	(154,000)	(67,578)	56%	(44,804)	(41,618)
Grant revenue	(59,029)	(152,000)	(92,971)	39%	(91,542)	32,513
Sales and service revenue	(17,059)	(995,000)	(977,941)	2%	(24,421)	7,362
Miscellaneous revenue	(28,233)	(269,000)	(240,767)	10%	(21,282)	(6,951)
TPEG transfer in/out	0	465,000	465,000	0%	0	0
<u>Totals for Operating revenue</u>	<u>(5,145,187)</u>	<u>(7,626,000)</u>	<u>(2,480,813)</u>	<u>67%</u>	<u>(4,643,295)</u>	<u>(501,891)</u>
Non-operating revenue						
State appropriation-Academic	(2,227,459)	(6,649,121)	(4,421,662)	34%	(2,227,459)	0
Property tax revenue	(1,893,581)	(23,751,572)	(21,857,991)	8%	(1,989,235)	95,654
Interest revenue	(117,474)	(450,000)	(332,526)	26%	(1,417)	(116,057)
FTZ reimbursement	0	(534,307)	(534,307)	0%	0	0
Renew & replace transfer out	0	1,011,000	1,011,000	0%	0	0
<u>Totals for Non-operating revenue</u>	<u>(4,238,514)</u>	<u>(30,374,000)</u>	<u>(26,135,486)</u>	<u>14%</u>	<u>(4,218,111)</u>	<u>(20,403)</u>
<u>Total Revenue</u>	<u>(9,383,701)</u>	<u>(38,000,000)</u>	<u>(28,616,299)</u>	<u>25%</u>	<u>(8,861,406)</u>	<u>(522,295)</u>

Unrestricted Fund (Unaudited)

Summary of Expense

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Salary and wages						
Faculty full-time	1,992,240	7,519,717	5,527,477	26%	1,952,044	40,196
Admin full-time	471,065	1,613,876	1,142,811	29%	421,023	50,042
Professional full-time	2,018,420	7,698,881	5,680,461	26%	1,861,810	156,610
Classified full-time	663,929	4,073,981	3,410,052	16%	320,880	343,049
Part-time	631,885	3,782,434	3,150,549	17%	526,159	105,726
Salary increase	0	570,000	570,000	0%	0	0
Vacancy savings	0	(1,923,260)	(1,923,260)	0%	0	0
Totals for Salary and wages	<u>5,777,539</u>	<u>23,335,629</u>	<u>17,558,090</u>	<u>25%</u>	<u>5,081,917</u>	<u>695,622</u>
Benefits						
Benefits	1,184,361	4,282,634	3,098,273	28%	1,202,293	(17,932)
Totals for Benefits	<u>1,184,361</u>	<u>4,282,634</u>	<u>3,098,273</u>	<u>28%</u>	<u>1,202,293</u>	<u>(17,932)</u>
Operating expenses						
Contract services	1,163,740	3,243,256	2,079,516	36%	1,047,353	116,388
Legal	0	25,020	25,020	0%	500	(500)
Operations	48,157	789,637	741,480	6%	123,337	(75,180)
Utilities and Rent	597,057	2,490,243	1,893,186	24%	420,965	176,091
Postage, printing, and supplies	242,097	1,327,997	1,085,900	18%	236,702	5,395
Bank fees	15,936	90,100	74,164	18%	5,315	10,620
Capital outlay & leases	11,214	75,260	64,046	15%	21,499	(10,285)
Insurance	17,295	1,992,977	1,975,682	1%	32,273	(14,978)
Public rel, marketing and advert	19,867	261,457	241,590	8%	6,823	13,044
Misc.	234,986	389,232	154,246	60%	223,225	11,761
Reimbursement from Others	0	(303,442)	(303,442)	0%	0	0
Arbitrage Payment	0	0	0	0%	(35,806)	35,806

Unrestricted Fund (Unaudited)

<u>Totals for Operating expenses</u>	<u>2,350,348</u>	<u>10,381,737</u>	<u>8,031,389</u>	<u>23%</u>	<u>2,082,186</u>	<u>268,163</u>
<u>Total Expense</u>	<u>9,312,248</u>	<u>38,000,000</u>	<u>28,687,752</u>	<u>25%</u>	<u>8,366,395</u>	<u>945,853</u>

Unrestricted Fund (Unaudited)

Summary of Fund Bal

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Salary and wages						
Faculty full-time	24,433	0	(24,433)	0%	0	24,433
<u>Totals for Salary and wages</u>	<u>24,433</u>	<u>0</u>	<u>(24,433)</u>	<u>0%</u>	<u>0</u>	<u>24,433</u>
Benefits						
Benefits	4,326	0	(4,326)	0%	0	4,326
<u>Totals for Benefits</u>	<u>4,326</u>	<u>0</u>	<u>(4,326)</u>	<u>0%</u>	<u>0</u>	<u>4,326</u>
Operating expenses						
Contract services	99,737	0	(99,737)	0%	61,730	38,007
Legal	4,377	0	(4,377)	0%	0	4,377
Operations	(400)	0	400	0%	5,059	(5,459)
Postage, printing, and supplies	165,675	0	(165,675)	0%	119,137	46,538
Capital outlay & leases	78,813	0	(78,813)	0%	0	78,813
Public rel, marketing and advert	12,058	0	(12,058)	0%	0	12,058
<u>Totals for Operating expenses</u>	<u>360,261</u>	<u>0</u>	<u>(360,261)</u>	<u>0%</u>	<u>185,926</u>	<u>174,334</u>
<u>Total Fund Bal</u>	<u>389,020</u>	<u>0</u>	<u>(389,020)</u>	<u>0%</u>	<u>185,926</u>	<u>203,094</u>



Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Expense by Division</u>						
<u>Summary for President</u>						
Board of Trustees	0	19,400	19,400	0%	0	0
Campus Police	154,035	703,304	549,269	22%	142,192	11,842
Gen Institution	96,399	315,484	219,085	31%	55,534	40,865
Information Technology Serv	986,195	2,249,253	1,263,058	44%	828,603	157,592
Internal Audit	11,521	150,000	138,479	8%	8,045	3,476
OPEAR	125,037	443,414	318,376	28%	126,521	(1,483)
Presidents Office	162,871	520,180	357,309	31%	159,739	3,132
Self Study SACS	88	10,000	9,912	1%	0	88
Staff Attorney	43,796	173,307	129,512	25%	48,155	(4,359)
Totals for President	<u>1,579,942</u>	<u>4,584,342</u>	<u>3,004,400</u>	<u>34%</u>	<u>1,368,789</u>	<u>211,153</u>
<u>Summary for VP Fiscal Affairs</u>						
Central Mail	34,627	171,267	136,640	20%	16,779	17,848
Custodial Services	74,138	307,096	232,958	24%	55,217	18,922
Facilities	723,602	4,576,569	3,852,966	16%	580,526	143,076
Financial Services	212,786	877,171	664,386	24%	184,442	28,344
Grounds	22,746	110,561	87,816	21%	23,560	(814)
Human Resources	182,613	665,463	482,850	27%	202,280	(19,667)
Purchasing	88,869	250,536	161,667	35%	75,554	13,315
Records Mgmt	8,211	20,952	12,741	39%	5,009	3,202
Reimbursement	0	(303,442)	(303,442)	0%	0	0
Salary Savings	0	(1,923,260)	(1,923,260)	0%	0	0
Staff Benefits	292,667	4,578,330	4,285,663	6%	222,700	69,967
Tax Admin	0	232,631	232,631	0%	93,165	(93,165)
Utilities	250,340	1,397,000	1,146,660	18%	179,856	70,484

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Vehicle Operations	21,137	101,985	80,849	21%	13,356	7,780
VP College & Fin Svcs	59,258	193,148	133,890	31%	49,817	9,442
<u>Totals for VP Fiscal Affairs</u>	<u>1,970,993</u>	<u>11,256,008</u>	<u>9,285,015</u>	<u>18%</u>	<u>1,702,261</u>	<u>268,732</u>
<u>Summary for VP Institutional Advancement</u>						
COM Foundation Dept	32,312	100,717	68,404	32%	21,745	10,568
Marketing and Communications	187,347	854,124	666,777	22%	171,646	15,702
VP Institutional Advancement	165,132	530,193	365,061	31%	165,457	(326)
<u>Totals for VP Institutional Advancement</u>	<u>384,791</u>	<u>1,485,034</u>	<u>1,100,242</u>	<u>26%</u>	<u>358,848</u>	<u>25,944</u>
<u>Summary for VP Instruction</u>						
Acad Succ Re/Wr	269,552	704,226	434,674	38%	225,692	43,860
Accting-Credit	25,277	58,958	33,681	43%	23,864	1,413
Adm-C.I.D.T.	13,331	69,765	56,434	19%	7,808	5,523
Adm-Cont Ed	123,858	473,670	349,812	26%	60,614	63,244
Adm-Ind Tech	2,125	8,042	5,917	26%	2,122	3
Adm-Instruct	12,674	73,175	60,502	17%	8,205	4,468
Adm-Perf & Vis Arts	13,476	66,318	52,842	20%	8,455	5,021
Adm-Pub Svc Ed	30,726	104,915	74,188	29%	10,165	20,561
Adm-Science	14,401	66,087	51,686	22%	8,955	5,445
Adm-Soc Sci	15,232	74,991	59,758	20%	9,869	5,364
Adult Education	51,948	196,892	144,944	26%	48,524	3,424
Allied Health CE	21,522	241,281	219,759	9%	32,716	(11,194)
Art	72,200	218,611	146,411	33%	68,072	4,129
Art Gallery	33	5,750	5,717	1%	15,279	(15,246)
Biol & Nutrition	210,945	603,176	392,231	35%	189,897	21,048
Bus Ed-NonCR	1,400	0	(1,400)	0%	0	1,400
C.I.S.	27,840	63,411	35,570	44%	25,990	1,850
Chemistry	48,696	146,935	98,239	33%	48,356	341

Unrestricted Fund (Unaudited)

	<u>Current</u> <u>Actual</u>	<u>2022-23</u> <u>Budget</u>	<u>Budget</u> <u>Remaining</u>	<u>Budget</u> <u>Pct.YTD</u>	<u>Prior Year to</u> <u>Actual</u>	<u>Curr. vs Prior</u> <u>Year to Year</u>
Child Develop	22,241	62,716	40,475	35%	21,314	926
Cmnty Theater	99,355	367,085	267,730	27%	81,355	18,000
Collegiate H.S.-CR	41,214	141,591	100,377	29%	34,015	7,199
Cosmetology	179,957	523,065	343,107	34%	190,192	(10,234)
Criminal Justice	22,951	67,681	44,731	34%	22,486	465
Dean Cont Ed	40,597	135,311	94,714	30%	35,180	5,418
Dean Gen Ed	54,679	186,668	131,989	29%	40,637	14,041
Dental Hygiene	24,114	0	(24,114)	0%	0	24,114
Distance Ed	114,169	388,883	274,714	29%	162,373	(48,204)
Drafting	25,842	59,573	33,730	43%	21,054	4,788
Dual Credit Dept	30,787	136,375	105,588	23%	37,951	(7,164)
Economics	23,977	68,114	44,138	35%	24,707	(731)
EMS-Credit	76,265	176,244	99,979	43%	64,478	11,787
Engineering	5,535	237	(5,299)	2338%	0	5,535
Fire Tech	75,088	122,293	47,205	61%	65,238	9,850
Firearms Acad	12,713	39,950	27,237	32%	2,446	10,267
Foreign Lang	20,187	62,357	42,170	32%	20,847	(660)
Gen Bus-Credit	64,569	121,585	57,016	53%	50,052	14,517
Geology	11,887	55,851	43,964	21%	19,425	(7,539)
Government	100,961	269,831	168,870	37%	99,613	1,348
Graphic Arts	33,793	65,568	31,775	52%	28,528	5,264
Health and PE Credit	43,032	120,650	77,618	36%	42,947	85
Health Info Mgmt	54,542	249,967	195,425	22%	45,567	8,975
Hist & Geog	87,057	218,162	131,106	40%	73,697	13,360
Humanities	51,950	187,413	135,463	28%	64,089	(12,140)
Instr Tech Department	56,525	227,927	171,402	25%	28,852	27,673
Instr Tech Lab Mgrs	1,600	130,589	128,989	1%	22,258	(20,659)
Law Enforcement	18,598	73,354	54,756	25%	27,134	(8,537)

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Law Enforcemnt-NonCR	26,716	1,367	(25,349)	1954%	19,807	6,909
LC Ctr Admin	106	20,800	20,694	1%	148	(43)
Library	230,563	648,554	417,991	36%	206,587	23,977
Management	5,560	0	(5,560)	0%	4,410	1,150
Massage Therapy	3,297	7,900	4,603	42%	1,988	1,309
Math	222,867	630,907	408,040	35%	219,263	3,604
Medical Assistant	23,980	92,181	68,201	26%	21,614	2,366
Music	90,254	246,444	156,191	37%	81,622	8,632
Networking	28,284	58,478	30,194	48%	28,379	(95)
Nursing Administration	565,266	578,378	13,113	98%	40,690	524,576
Nursing-AD	53	1,130,913	1,130,860	0%	342,282	(342,229)
Nursing-VN	0	286,178	286,178	0%	91,716	(91,716)
Pharmacy Tech	28,555	82,357	53,803	35%	24,993	3,561
Philosophy	13,320	305	(13,015)	4364%	10,188	3,133
Physics	30,631	73,121	42,490	42%	33,979	(3,348)
Process Tech	128,167	509,419	381,251	25%	126,198	1,969
Prof Develop Acad	366	9,000	8,634	4%	725	(359)
Psychology	109,006	293,246	184,240	37%	101,416	7,590
Radiography	0	1,800	1,800	0%	0	0
Safety-CR	28,245	72,208	43,962	39%	25,617	2,629
Senior Adult Dept	68,926	211,993	143,067	33%	53,108	15,817
Social Science Non CR	9,459	58,330	48,872	16%	10,145	(686)
Sociology	4,620	55,951	51,331	8%	20,087	(15,468)
Speaking,Reading,Writing	121,648	514,464	392,816	24%	107,877	13,771
Theater Arts-Credit	32,345	58,575	26,230	55%	30,279	2,066
Thermal Tech-NonCR	28,433	27,309	(1,123)	104%	27,262	1,171
VP Instruction	104,385	3,101,827	2,997,442	3%	126,232	(21,847)
Welding-Cred	127,929	405,555	277,627	32%	141,032	(13,104)

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Totals for VP Instruction</u>	<u>4,382,397</u>	<u>16,612,803</u>	<u>12,230,406</u>	<u>26%</u>	<u>4,018,662</u>	<u>363,734</u>
<u>Summary for VP of Instruction</u>						
Allied Health Admin	3,399	12,037	8,638	28%	2,461	938
CE-CAN Program	6,305	11,280	4,975	56%	19,380	(13,075)
CE-CPR	1,462	2,310	848	63%	208	1,254
CE-Dental	55	10,656	10,601	1%	2,164	(2,109)
Nursing - BSN	0	0	0	0%	0	0
Program Development	50,397	246,543	196,145	20%	31,204	19,193
<u>Totals for VP of Instruction</u>	<u>61,618</u>	<u>282,825</u>	<u>221,208</u>	<u>22%</u>	<u>55,417</u>	<u>6,201</u>
<u>Summary for VP Student Services</u>						
Admissions	71,660	275,402	203,742	26%	74,651	(2,991)
Advise Center	146,627	623,786	477,159	24%	182,877	(36,250)
Career & Placement	26,097	115,226	89,129	23%	23,435	2,662
Enrollment Mgmt	17,548	72,381	54,833	24%	37,433	(19,885)
Facilities & Student Recreat	18,643	114,140	95,497	16%	20,218	(1,576)
Judicial Affairs	54,841	194,918	140,077	28%	42,694	12,147
Multicultural Department	5,217	12,500	7,283	42%	3,023	2,194
Recruitment	138,148	577,876	439,729	24%	103,452	34,696
Stu Financial Svcs	152,055	558,777	406,722	27%	130,214	21,841
Stu Organizations	84,141	305,387	221,247	28%	64,046	20,095
Student Graduation	15,935	74,080	58,146	22%	7,826	8,109
Svcs-Disab Students	6,949	36,304	29,355	19%	5,281	1,668
Testing	63,599	352,496	288,897	18%	53,614	9,985
Title V Grant	0	0	0	0%	21	(21)
Veteran Affairs	50,025	168,370	118,344	30%	43,898	6,127
VP Student Services	81,023	297,344	216,321	27%	69,735	11,288
<u>Totals for VP Student Services</u>	<u>932,507</u>	<u>3,778,988</u>	<u>2,846,481</u>	<u>25%</u>	<u>862,418</u>	<u>70,089</u>

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Totals for Expense</u>	<u>9,312,248</u>	<u>38,000,000</u>	<u>28,687,752</u>	<u>25%</u>	<u>8,366,395</u>	<u>945,853</u>
<u>Fund Bal by Division</u>						
<u>Summary for VP Fiscal Affairs</u>						
Fund Balance - Academic Support	0	0	0	0%	4,730	(4,730)
Fund Balance - Institutional Support	220,106	0	(220,106)	0%	119,466	100,641
Fund Balance - Instruction	104,366	0	(104,366)	0%	33,000	71,366
Fund Balance - Oper & Maint	47,645	0	(47,645)	0%	0	47,645
Fund Balance - Student Services	16,903	0	(16,903)	0%	28,730	(11,827)
<u>Totals for VP Fiscal Affairs</u>	<u>389,020</u>	<u>0</u>	<u>(389,020)</u>	<u>0%</u>	<u>185,926</u>	<u>203,094</u>
<u>Totals for Fund Bal</u>	<u>389,020</u>	<u>0</u>	<u>(389,020)</u>	<u>0%</u>	<u>185,926</u>	<u>203,094</u>
<u>Totals for Report</u>	<u>9,701,268</u>	<u>38,000,000</u>	<u>28,298,732</u>		<u>8,552,321</u>	<u>1,148,946</u>



INVESTMENT REPORT
For the Month Ended December 2022

Investment discussion:

College of the Mainland earned \$94,560 for the month of December on its short-term investments in TexPool & Logic for a total of \$360,633 investment interest earned fiscal year to date. The College earned an additional \$1, fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$360,634 interest for the fiscal year to date period ending December: TexPool - \$165,949 Logic 20 – \$194,684 and TFB - \$1.

Investments in the TexPool & Logic investment pools remain more profitable than fixed rate certificate of deposits purchased at our depository bank. In addition, the investment pool provides more efficient liquidity than certificates of deposit, which are restricted to specific term lengths. Therefore, all investment funds remain in TexPool, Logic and interest earning checking accounts.

Investment Compliance Statement:

We provide reasonable assurance that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and that all these investments and investing procedures conform to the “Public Funds Investment Act” as amended by House Bill 2459 of the 74th Texas Legislature.

Furthermore, these same investments are in compliance with College of the Mainland’s investment policy and strategy as adopted by the College of the Mainland’s Board of Trustees.

A handwritten signature in blue ink, appearing to read 'Clen Burton', written over a horizontal line.

Clen Burton
Vice President of Fiscal Affairs
College of the Mainland

A handwritten signature in blue ink, appearing to read 'Trudy Trochesset', written over a horizontal line.

Trudy Trochesset
Controller
College of the Mainland



TexPool Investments for December 2022

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 14,544,916	\$ 1,200,000	\$ 1,000,000	48,185	14,793,101	14,360,928	4.026%
Moody	41	26,935	-	-	91	27,026	26,941	4.056%
Totals		\$ 14,571,851	\$ 1,200,000	\$ 1,000,000	\$ 48,276	\$ 14,820,127	\$ 14,387,869	

Note: For the above listed investments in TexPool, book value is equivalent to market value.
There was no accrued interest as of December 2022

Logic (Hilltop Securities) Investments for December 2022

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
COM Bond 2020	46	\$ 14,060,285	\$ -	\$ 1,951,315	46,284	12,155,253	12,601,370	4.407%
Totals		\$ 14,060,285	\$ -	\$ 1,951,315	\$ 46,284	\$ 12,155,253	\$ 12,601,370	
Totals		\$ 28,632,135	\$ 1,200,000	\$ 2,951,315	\$ 94,560	\$ 26,975,381	\$ 26,989,239	

Unrestricted Fund (Unaudited)

Summary of Revenue

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Operating revenue						
Tuition-credit	(4,317,717)	(4,577,000)	(259,283)	94%	(4,038,850)	(278,866)
Tuition-non-credit	(105,394)	(1,176,000)	(1,070,606)	9%	(237,009)	131,615
Exemptions and waivers	1,136,654	1,248,000	111,346	91%	1,174,933	(38,278)
Registration fees	(1,950,087)	(2,016,000)	(65,913)	97%	(1,843,949)	(106,139)
Other fees	(90,416)	(154,000)	(63,584)	59%	(72,725)	(17,691)
Grant revenue	(67,358)	(152,000)	(84,642)	44%	(98,675)	31,316
Sales and service revenue	(17,731)	(995,000)	(977,269)	2%	(24,254)	6,522
Miscellaneous revenue	(43,306)	(269,000)	(225,694)	16%	(37,203)	(6,103)
TPEG transfer in/out	0	465,000	465,000	0%	0	0
<u>Totals for Operating revenue</u>	<u>(5,455,356)</u>	<u>(7,626,000)</u>	<u>(2,170,644)</u>	<u>72%</u>	<u>(5,177,732)</u>	<u>(277,624)</u>
Non-operating revenue						
State appropriation-Academic	(2,859,125)	(6,649,121)	(3,789,996)	43%	(2,859,125)	0
Property tax revenue	(4,138,060)	(23,751,572)	(19,613,512)	17%	(6,852,881)	2,714,821
Interest revenue	(165,660)	(450,000)	(284,340)	37%	(1,952)	(163,708)
FTZ reimbursement	0	(534,307)	(534,307)	0%	0	0
Renew & replace transfer out	0	1,011,000	1,011,000	0%	0	0
<u>Totals for Non-operating revenue</u>	<u>(7,162,845)</u>	<u>(30,374,000)</u>	<u>(23,211,155)</u>	<u>24%</u>	<u>(9,713,958)</u>	<u>2,551,113</u>
<u>Total Revenue</u>	<u>(12,618,201)</u>	<u>(38,000,000)</u>	<u>(25,381,799)</u>	<u>33%</u>	<u>(14,891,690)</u>	<u>2,273,489</u>

Unrestricted Fund (Unaudited)

Summary of Expense

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Salary and wages						
Faculty full-time	2,612,646	7,519,717	4,907,071	35%	2,529,108	83,538
Admin full-time	611,948	1,613,876	1,001,928	38%	555,513	56,435
Professional full-time	2,642,620	7,698,881	5,056,261	34%	2,439,508	203,112
Classified full-time	994,780	4,073,981	3,079,201	24%	629,439	365,341
Part-time	942,749	3,782,434	2,839,685	25%	778,301	164,448
Salary increase	0	570,000	570,000	0%	0	0
Vacancy savings	0	(1,923,260)	(1,923,260)	0%	0	0
<u>Totals for Salary and wages</u>	<u>7,804,743</u>	<u>23,335,629</u>	<u>15,530,886</u>	<u>33%</u>	<u>6,931,868</u>	<u>872,875</u>
Benefits						
Benefits	1,417,057	4,278,725	2,861,669	33%	1,436,381	(19,324)
<u>Totals for Benefits</u>	<u>1,417,057</u>	<u>4,278,725</u>	<u>2,861,669</u>	<u>33%</u>	<u>1,436,381</u>	<u>(19,324)</u>
Operating expenses						
Contract services	1,273,269	3,243,256	1,969,987	39%	1,259,814	13,455
Legal	0	25,020	25,020	0%	500	(500)
Operations	141,583	789,637	648,054	18%	129,598	11,986
Utilities and Rent	675,302	2,490,243	1,814,941	27%	571,132	104,170
Postage, printing, and supplies	278,375	1,330,953	1,052,579	21%	291,688	(13,313)
Bank fees	20,033	90,100	70,067	22%	7,160	12,874
Capital outlay & leases	11,547	75,260	63,712	15%	26,429	(14,882)
Insurance	28,617	1,992,977	1,964,360	1%	41,913	(13,296)
Public rel, marketing and advert	24,407	258,501	234,094	9%	29,278	(4,872)
Misc.	245,666	389,232	143,566	63%	238,448	7,217
Reimbursement from Others	0	(303,442)	(303,442)	0%	0	0
Arbitrage Payment	0	0	0	0%	(35,806)	35,806

Unrestricted Fund (Unaudited)

<u>Totals for Operating expenses</u>	<u>2,698,799</u>	<u>10,381,737</u>	<u>7,682,938</u>	<u>26%</u>	<u>2,560,155</u>	<u>138,645</u>
<u>Total Expense</u>	<u>11,920,599</u>	<u>37,996,091</u>	<u>26,075,493</u>	<u>31%</u>	<u>10,928,404</u>	<u>992,195</u>

Unrestricted Fund (Unaudited)

Summary of Fund Bal

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Salary and wages						
Faculty full-time	31,728	0	(31,728)	0%	0	31,728
<u>Totals for Salary and wages</u>	<u>31,728</u>	<u>0</u>	<u>(31,728)</u>	<u>0%</u>	<u>0</u>	<u>31,728</u>
Benefits						
Benefits	4,820	3,909	(912)	123%	0	4,820
<u>Totals for Benefits</u>	<u>4,820</u>	<u>3,909</u>	<u>(912)</u>	<u>123%</u>	<u>0</u>	<u>4,820</u>
Operating expenses						
Contract services	99,737	0	(99,737)	0%	61,730	38,007
Legal	4,377	0	(4,377)	0%	0	4,377
Operations	(400)	0	400	0%	5,059	(5,459)
Postage, printing, and supplies	234,943	0	(234,943)	0%	178,650	56,293
Capital outlay & leases	216,629	0	(216,629)	0%	61,409	155,220
Public rel, marketing and advert	29,658	0	(29,658)	0%	53,135	(23,477)
<u>Totals for Operating expenses</u>	<u>584,944</u>	<u>0</u>	<u>(584,944)</u>	<u>0%</u>	<u>359,983</u>	<u>224,961</u>
<u>Total Fund Bal</u>	<u>621,492</u>	<u>3,909</u>	<u>(617,584)</u>	<u>15900%</u>	<u>359,983</u>	<u>261,509</u>



Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Expense by Division</u>						
<u>Summary for President</u>						
Board of Trustees	0	19,400	19,400	0%	716	(716)
Campus Police	205,264	723,766	518,502	28%	197,731	7,533
Gen Institution	101,397	315,484	214,087	32%	83,234	18,163
Information Technology Serv	1,110,664	2,286,256	1,175,592	49%	977,675	132,989
Internal Audit	11,521	150,000	138,479	8%	8,045	3,476
OPEAR	200,845	453,098	252,253	44%	154,365	46,480
Presidents Office	211,605	546,827	335,222	39%	207,312	4,294
Self Study SACS	88	10,000	9,912	1%	500	(412)
Staff Attorney	54,135	177,070	122,935	31%	61,990	(7,855)
Totals for President	<u>1,895,519</u>	<u>4,681,901</u>	<u>2,786,382</u>	<u>40%</u>	<u>1,691,568</u>	<u>203,951</u>
<u>Summary for VP Fiscal Affairs</u>						
Central Mail	41,428	177,987	136,559	23%	25,721	15,707
Custodial Services	92,924	315,115	222,190	29%	79,935	12,990
Facilities	871,932	4,599,533	3,727,601	19%	806,936	64,996
Financial Services	290,159	907,618	617,458	32%	258,260	31,899
Grounds	27,357	113,133	85,776	24%	28,323	(966)
Human Resources	237,855	681,561	443,706	35%	252,611	(14,757)
Purchasing	115,133	261,276	146,143	44%	97,154	17,979
Records Mgmt	8,584	20,952	12,368	41%	5,009	3,575
Reimbursement	0	(303,442)	(303,442)	0%	0	0
Salary Savings	0	(1,923,260)	(1,923,260)	0%	0	0
Staff Benefits	343,124	3,774,792	3,431,669	9%	249,899	93,225
Tax Admin	81,301	232,631	151,330	35%	93,165	(11,864)
Utilities	254,117	1,397,000	1,142,883	18%	265,919	(11,802)

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Vehicle Operations	29,731	105,293	75,561	28%	23,491	6,240
VP College & Fin Svcs	75,906	197,585	121,679	38%	65,775	10,130
<u>Totals for VP Fiscal Affairs</u>	<u>2,469,550</u>	<u>10,557,773</u>	<u>8,088,223</u>	<u>23%</u>	<u>2,252,198</u>	<u>217,353</u>
<u>Summary for VP Institutional Advancement</u>						
COM Foundation Dept	39,069	103,124	64,056	38%	29,696	9,372
Marketing and Communications	241,609	870,674	629,064	28%	236,688	4,921
VP Institutional Advancement	217,973	547,416	329,443	40%	211,999	5,974
<u>Totals for VP Institutional Advancement</u>	<u>498,650</u>	<u>1,521,213</u>	<u>1,022,563</u>	<u>33%</u>	<u>478,384</u>	<u>20,267</u>
<u>Summary for VP Instruction</u>						
Acad Succ Re/Wr	347,677	731,908	384,230	48%	302,649	45,028
Accting-Credit	33,454	62,303	28,849	54%	32,236	1,219
Adm-C.I.D.T.	18,508	72,109	53,601	26%	12,869	5,639
Adm-Cont Ed	159,542	484,246	324,704	33%	106,809	52,733
Adm-Ind Tech	2,833	8,166	5,333	35%	2,829	3
Adm-Instruct	17,706	75,343	57,637	23%	13,143	4,562
Adm-Perf & Vis Arts	19,700	68,825	49,125	29%	13,698	6,001
Adm-Pub Svc Ed	39,696	108,633	68,936	37%	15,587	24,109
Adm-Science	20,376	68,091	47,715	30%	14,480	5,896
Adm-Soc Sci	20,908	77,148	56,240	27%	15,498	5,409
Adult Education	69,337	204,568	135,231	34%	65,896	3,441
Allied Health CE	30,605	242,766	212,161	13%	39,922	(9,317)
Art	93,268	226,634	133,366	41%	88,034	5,233
Art Gallery	33	5,750	5,717	1%	19,686	(19,653)
Biol & Nutrition	270,373	626,093	355,721	43%	247,577	22,796
Bus Ed-NonCR	1,750	0	(1,750)	0%	0	1,750
C.I.S.	37,057	65,951	28,894	56%	34,697	2,360
Chemistry	63,696	151,744	88,048	42%	60,600	3,096

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Child Develop	28,565	65,775	37,210	43%	27,186	1,380
Cmnty Theater	123,102	376,598	253,497	33%	110,265	12,837
Collegiate H.S.-CR	54,547	146,911	92,364	37%	47,041	7,505
Cosmetology	238,583	542,422	303,839	44%	246,994	(8,411)
Criminal Justice	30,137	70,431	40,294	43%	29,121	1,017
Dean Cont Ed	52,496	139,192	86,696	38%	46,590	5,905
Dean Gen Ed	73,242	192,836	119,594	38%	56,395	16,846
Dental Hygiene	31,019	4,673	(26,346)	664%	0	31,019
Distance Ed	146,182	401,388	255,205	36%	194,840	(48,658)
Drafting	34,253	62,303	28,050	55%	27,846	6,407
Dual Credit Dept	43,775	141,093	97,318	31%	50,672	(6,897)
Economics	31,353	70,657	39,304	44%	31,953	(600)
EMS-Credit	99,048	182,780	83,732	54%	87,492	11,556
Engineering	7,127	901	(6,227)	791%	0	7,127
Fire Tech	113,561	127,125	13,564	89%	93,358	20,203
Firearms Acad	17,585	40,419	22,834	44%	8,230	9,355
Foreign Lang	25,962	64,539	38,578	40%	26,995	(1,034)
Gen Bus-Credit	97,267	129,010	31,743	75%	67,670	29,598
Geology	17,035	56,697	39,662	30%	27,019	(9,983)
Government	131,489	281,923	150,433	47%	130,847	642
Graphic Arts	45,466	69,357	23,891	66%	38,325	7,141
Health and PE Credit	55,565	126,204	70,639	44%	55,426	139
Health Info Mgmt	68,541	255,716	187,175	27%	59,183	9,358
Hist & Geog	117,292	226,895	109,603	52%	100,149	17,142
Humanities	68,565	193,256	124,691	35%	84,250	(15,684)
Instr Tech Department	74,724	235,343	160,619	32%	41,643	33,080
Instr Tech Lab Mgrs	2,227	130,636	128,409	2%	30,164	(27,937)
Law Enforcement	24,742	74,046	49,304	33%	33,942	(9,200)

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Law Enforcemnt-NonCR	32,918	2,208	(30,710)	1491%	24,522	8,397
LC Ctr Admin	371	20,809	20,438	2%	1,215	(844)
Library	277,298	665,690	388,392	42%	254,212	23,086
Management	8,338	389	(7,949)	2144%	6,568	1,769
Massage Therapy	5,426	8,079	2,653	67%	2,967	2,459
Math	292,926	653,808	360,882	45%	287,706	5,220
Medical Assistant	32,045	94,569	62,524	34%	27,679	4,367
Music	117,164	256,057	138,892	46%	106,341	10,824
Networking	38,667	61,129	22,461	63%	37,803	864
Nursing Administration	742,223	635,206	(107,017)	117%	54,474	687,749
Nursing-AD	53	1,130,913	1,130,860	0%	433,075	(433,022)
Nursing-VN	0	286,178	286,178	0%	119,541	(119,541)
Pharmacy Tech	35,509	85,349	49,840	42%	31,997	3,512
Philosophy	18,341	1,640	(16,700)	1118%	13,658	4,682
Physics	41,180	76,296	35,116	54%	45,860	(4,680)
Process Tech	166,031	523,952	357,921	32%	172,251	(6,221)
Prof Develop Acad	366	9,000	8,634	4%	760	(394)
Psychology	152,428	305,362	152,935	50%	131,985	20,443
Radiography	0	1,800	1,800	0%	0	0
Safety-CR	36,998	75,862	38,864	49%	34,322	2,676
Senior Adult Dept	92,583	218,198	125,615	42%	76,430	16,153
Social Science Non CR	12,548	59,258	46,710	21%	13,594	(1,047)
Sociology	6,929	56,256	49,327	12%	26,181	(19,252)
Speaking,Reading,Writing	159,081	527,133	368,052	30%	144,726	14,355
Theater Arts-Credit	51,882	63,066	11,184	82%	39,757	12,125
Thermal Tech-NonCR	38,372	28,363	(10,010)	135%	35,823	2,550
VP Instruction	133,629	3,108,779	2,975,149	4%	163,947	(30,318)
Welding-Cred	165,703	417,398	251,695	40%	176,057	(10,353)



Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Totals for VP Instruction</u>	<u>5,758,980</u>	<u>17,062,151</u>	<u>11,303,171</u>	<u>34%</u>	<u>5,303,259</u>	<u>455,721</u>
<u>Summary for VP of Instruction</u>						
Allied Health Admin	4,281	12,146	7,865	35%	3,196	1,086
CE-CAN Program	7,805	11,495	3,690	68%	19,395	(11,590)
CE-CPR	1,409	2,333	925	60%	208	1,201
CE-Dental	55	10,656	10,601	1%	4,715	(4,660)
Nursing - BSN	0	0	0	0%	0	0
Program Development	63,477	251,786	188,309	25%	38,229	25,248
<u>Totals for VP of Instruction</u>	<u>77,027</u>	<u>288,417</u>	<u>211,390</u>	<u>27%</u>	<u>65,743</u>	<u>11,285</u>
<u>Summary for VP Student Services</u>						
Admissions	97,538	285,362	187,824	34%	99,459	(1,921)
Advise Center	185,948	641,035	455,087	29%	233,949	(48,001)
Career & Placement	32,614	118,385	85,771	28%	29,681	2,933
Enrollment Mgmt	23,383	73,119	49,736	32%	49,983	(26,600)
Facilities & Student Recreat	26,122	114,895	88,773	23%	38,421	(12,298)
Judicial Affairs	72,463	201,077	128,614	36%	59,523	12,940
Multicultural Department	5,236	12,500	7,264	42%	3,023	2,213
Recruitment	183,618	595,732	412,114	31%	133,918	49,700
Stu Financial Svcs	203,041	576,488	373,447	35%	170,171	32,870
Stu Organizations	108,567	316,435	207,868	34%	84,806	23,761
Student Graduation	20,342	74,080	53,738	27%	7,826	12,516
Svcs-Disab Students	10,526	37,951	27,425	28%	8,710	1,817
Testing	84,841	359,283	274,442	24%	70,526	14,315
Title V Grant	0	0	0	0%	27	(27)
Veteran Affairs	65,580	174,298	108,718	38%	56,899	8,681
VP Student Services	101,053	303,997	202,944	33%	90,334	10,719
<u>Totals for VP Student Services</u>	<u>1,220,872</u>	<u>3,884,636</u>	<u>2,663,764</u>	<u>31%</u>	<u>1,137,253</u>	<u>83,619</u>

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2022-23 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Totals for Expense</u>	<u>11,920,599</u>	<u>37,996,091</u>	<u>26,075,493</u>	<u>31%</u>	<u>10,928,404</u>	<u>992,195</u>
<u>Fund Bal by Division</u>						
<u>Summary for VP Fiscal Affairs</u>						
Fund Balance - Academic Support	0	0	0	0%	4,730	(4,730)
Fund Balance - Institutional Support	411,191	0	(411,191)	0%	274,877	136,314
Fund Balance - Instruction	145,754	3,909	(141,845)	3729%	51,646	94,108
Fund Balance - Oper & Maint	47,645	0	(47,645)	0%	0	47,645
Fund Balance - Student Services	16,903	0	(16,903)	0%	28,730	(11,827)
<u>Totals for VP Fiscal Affairs</u>	<u>621,492</u>	<u>3,909</u>	<u>(617,584)</u>	<u>15900%</u>	<u>359,983</u>	<u>261,509</u>
<u>Totals for Fund Bal</u>	<u>621,492</u>	<u>3,909</u>	<u>(617,584)</u>	<u>15900%</u>	<u>359,983</u>	<u>261,509</u>
<u>Totals for Report</u>	<u>12,542,091</u>	<u>38,000,000</u>	<u>25,457,909</u>		<u>11,288,386</u>	<u>1,253,704</u>



MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: January 13, 2023
Subject: November 2022 Quarterly Investment Report

AGENDA ITEM DESCRIPTION:

Consideration of and possible acceptance of the November 2022 Quarterly Investment Report.

PURPOSE

To report to the Board of Trustees the College's current cash balance. To report to the Board of Trustees the quarterly investments for the College.

FUNDING SOURCE:

N/A

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees accept the November 2022 Investment Quarterly Report."

BACKGROUND

The investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the PFIA under Education Code 51.0032 and Government Code 2256.023.

In accordance with COM policy CDA (LOCAL) – Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date and reporting on the status of all District funds and District accounts.

ATTACHMENTS

1. November 2022 Quarterly Investment Report



Quarterly Summary of Investments

Quarter Ending	COM Fund	Type	Beginning Book Balance	Beginning Market Value	Deposits	Withdrawals	Ending Book Balance	Ending Market Value
Nov-22	11	TexPool-Operating	\$ 18,927,443	\$ 18,927,443	\$ 117,473	\$ 4,500,000	\$ 14,544,916	\$ 14,544,916
	41	TexPool-Moody	26,736	26,736	200	-	26,935	26,935
	46	Logic Bond 2020	23,287,802	23,287,802	148,400	9,375,918	14,060,285	14,060,285
Total investments all funds for quarter:			<u>\$ 42,241,980</u>	<u>\$ 42,241,980</u>	<u>\$ 266,073</u>	<u>\$ 13,875,918</u>	<u>\$ 28,632,135</u>	<u>\$ 28,632,135</u>

I certify that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and all of these investments and investing procedures conform to the "Public Funds Investment Act" as amended by House Bill 2459 of the 74th Texas Legislature. Furthermore, these same investments are in compliance with the College of the Mainland's Investment Policy and Strategy as adopted by the College of the Mainland's Board of Trustees.

Clen Burton
Vice President of Fiscal Affairs

Trudy Trochesse
Controller



PRESIDENT'S OFFICE

Board Report

Presenter: Board Chair

A. Miscellaneous Updates



PRESIDENT'S OFFICE

President's Report

Presenter: Dr. Warren Nichols

A. Updates

B. Reminders/Announcements

1. Employee Recognition Dinner (ERD) – Friday, March 31st, 5:00 p.m.
2. Board Meetings
 - a. February 2023 – Monday, February 27th, 1:30 p.m.
 - b. March 2023 – **Wednesday**, March 29th, 1:30 p.m.
 - c. April 2023 – Monday, April 24th, 1:30 p.m.
3. Spring Graduation
 - a. Saturday, May 13th, Abundant Life

C. Resignations and Retirement Report

D. Miscellaneous Updates



PRESIDENT'S OFFICE

Resignations & Retirements

Last Name	First Name	Position	Hire Date	Last Date of Work	Termination Reason
Love	Ashley	Assistant Professor – Theatre	09/01/2021	12/31/2022	Resignation
Tyson	Vivian	Administrative Assistant IV	08/22/2022	01/05/2023	Resignation
Guzman	Maegan	Administrative Assistant IV	01/02/2018	01/26/2023	Resignation
Camacho	Joel	Veterans Academic Advisor	11/16/2017	01/31/2023	Retirement



PRESIDENT'S OFFICE

Executive Session

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.082 – For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.



PRESIDENT'S OFFICE

Possible Action on Agenda Items, Including Closed Session Matters

Consideration of and Possible Action on any items discussed in closed session.