

TEXAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED
FINANCE COMMITTEE MEETING MINUTES

August 5, 2022

Call to Order

Julie Prause called the regularly scheduled meeting of the Finance Committee to order at 8:00 a.m. on August 5, 2022, in Room 102 of Building 600, 1100 West 45th Street, Austin, Texas.

In addition to Mrs. Prause, Board members Ernest Worthington, Dan Brown, and Lee Sonnenberg were present.

TSBVI staff members present were: Dan Hampton, Director of Information Resources; Cyrenna Villegas, Director of Procurement; Cheryl Williams, Director of Human Resources; Josh Splinter, Director of Accounting; and Gemma Cooper-Langdale, Budget Analyst.

Consideration of Approval of Minutes of the May 27, 2022 Meeting

A motion to accept the minutes of the April 8, 2022 Finance Committee meeting as presented was made by Dan Brown. Mr. Worthington seconded the motion. The motion passed unanimously.

Consideration of Approval of Investment Report

Pam Darden reviewed the investment report for the first 10 months of fiscal year 2022, ending June 30, 2022. The total market value/book value was \$1,167,052. Earnings for the period were \$6,402. Mr. Brown made a motion to approve the Investment Report as presented. Mr. Worthington seconded the motion. The motion passed unanimously.

Review of Donations Report

Pam Darden reviewed the Donations Report for the first 10 months of fiscal year 2022, ending June 30, 2022. Total donations received since September 1st, 2021 were \$39,094.37.

Consideration of Approval of Receipt of Gifts and Donations of Over \$500

There were 5 donations over \$500: \$2,500 from Texell Credit Union to establish the James Lambert Scholarship, \$6,000 from the Sugarland Lions Club Members Bob and Jayne Brown & Family, \$1,000 Leticia Volpe in Memory of Dr. Lalita Sundarshan, \$1,000 from Lions Club of Lago Vista for a student scholarship, and \$650 from the Bushland Family for the Family Lynx Butterfly Garden Fountain. Mr. Brown made a motion to approve the receipt of gifts and donations of over \$500. Mr. Worthington seconded the motion. The motion passed unanimously.

Consideration of Approval of Request for Expenditure of Gifts and Donations

There was no request to expend gifts and donations at this time.

Review of Budget Reports

Pam Darden reviewed the Appropriated Funds Operating Expenditure Report for the first 10 months of fiscal year 2022, ending June 30, 2022. The target for expenditures was 83%, and the agency total was 82%. The percentages expended by strategy were Classroom Instruction - 85%, Residential Programs - 94%, Short-Term Programs and Summer School – 50%, Related and School Support Services – 89%, Outreach – 77%, Teacher Preparation – 53%, Central Administration – 77%, and Other Support Services – 78%.

Review of the Legacy Revenue Report

For the first 10 months of fiscal year 2022, ending June 30, 2022, TSBVI had collected \$426,337. The projected revenues target was 83%, and TSBVI was at 49% of projected collections.

Review of the Legacy Operating Expenditure Report

For the first 10 months of fiscal year 2022, ending June 30, 2022, TSBVI had expended \$745,586. The benchmark was 83%, and 50% had been expended.

Report from the Chief Financial Officer

Pam Darden updated the Committee on the status of the Legislative Appropriation Request.

Report from Director of Accounting

Josh Splinter updated the Committee on the status of the water well project on the Nolan County Farm. The school's portion is complete, and Mesa Irrigation has been paid. Mr. Fullwood is getting the pivot set up, and once the crops are planted, they'll be irrigated this year. Mr. Splinter also updated the Committee on Accounting department staffing; the department is working on getting vacant positions, the cashier, travel accountant, and general ledger accountant, filled quickly.

Report from Information Resources Director

Dan Hampton began his report with the status of GEER grant projects, which is finishing up. Some equipment for Outreach isn't going to be here in time so TSBVI has \$75,000 to spend in GEER and cover \$75,000 from general revenue. The website and store have both gone live. There has generally been good response to the site. Regarding the Public Address/Mass Notification system, the speakers are being mounted on the roof, and emergency push buttons have been installed. This project runs concurrently with the fire panel connectivity project with Texas Facilities Commission. The Palo Alto Networks firewall came in last week and is going to be installed. IR has made Zoom Room enhancements. New printer/scanner/copiers have come in for all the dorms, and these have been placed on the dorms. IR is looking at leasing printers to get support, maintenance, etc. IR is also negotiating a new relationship with Konica-Minolta for printers, and Angela Wolfe, the new Curriculum director, is involved with this. IR has purchased 100 desktops laptops and 75 iPads with GEER money. A new tech support person has been on boarded.

Report from the Human Resource Director

Cheryl Williams advised the Committee on recruitment and has been looking at other options for applicant stream. Ms. Williams stated they've learned a lot about how to make

improvements in Summer School and Summer HR tasks. There has been many internal position changes for the new school year. All positions received increases in salary. Many new teachers have been hired, and HR is onboarding them. This is the busiest training time for staff, which is the position that is open in HR, so it's been challenging.

Report from School Support Services

Pam Darden started the report with an update on the new Safety and Security Supervisor, Stacy Correa. She joined TSBVI in mid-July and comes from Texas School for the Deaf. Regarding GEER projects, the fencing project is 85% complete. The ornamental part will be complete in August, but the chain link part is complete. Most of the gates have been installed. They're being hooked up so they're electronic, and Operations is working with TFC on installing badge readers at the gates. Operations is also working on the Texas Safety and School Building Audit to get all training completed and get compliant for the new school year. Finally, Mr. McDonald is managing all the AC projects with TFC.

Adjournment

Julie Prause entertained a motion to adjourn the meeting. Mr. Brown made a motion to adjourn the meeting. Mr. Worthington seconded the motion, and the motion passed unanimously. The meeting was adjourned at 8:31 a.m.

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