

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, October 19, 2023
Zia Board Room - Pannell Library
1:30 pm

AGENDA

- | | |
|--|---------------|
| A. Welcome | Pat Chappelle |
| B. Adoption of Agenda | Pat Chappelle |
| C. Approval of Minutes of September 21, 2023 | Pat Chappelle |
| D. President's Report | Derek Moore |
| E. Information Items | |
| 1. Special Finance Board Committee Meeting Update | Guy Kesner |
| 2. Monthly Expenditure Report | Josh Morgan |
| 3. Monthly Revenue Report | Josh Morgan |
| 4. Oil and Gas Revenue Report | Josh Morgan |
| 5. Schedule of Investments | Josh Morgan |
| F. New Business | |
| 1. Fiscal Watch Report | Josh Morgan |
| 2. Consideration of Disposal of Inventory Through Public Auction | Josh Morgan |
| 3. Consideration of RFP #142 - Electrical Services | JoeMike Gomez |
| 4. Consideration of RFP #143 - Carpentry Services | JoeMike Gomez |
| 5. Consideration of RFP #144 - Concrete Work | JoeMike Gomez |
| 6. Consideration of RFP #145 - Painting Projects | JoeMike Gomez |
| G. Public Comments | |
| H. Determination of Next Meeting | Pat Chappelle |
| I. Adjournment | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
SEPTEMBER 21, 2023
MINUTES**

The New Mexico Junior College Board met on Thursday, September 21, 2023, beginning at 1:30 p.m. in the Pannell Library, Zia Board Room. The following members were present: Mr. Travis Glenn, Secretary; Mr. Hector Baeza; Ms. Evelyn Rising; Mrs. Erica Jones; Mr. Guy Kesner; and Mr. Manny Gomez. Ms. Patricia Chappelle, Board Chair, was absent.

Mr. Glenn called the meeting to order and welcomed visitors and guests, Ms. Dorothy Fowler, Hobbs News Sun.

Upon a motion by Mr. Gomez, seconded by Ms. Rising, the agenda was unanimously adopted.

Upon a motion by Mr. Gomez, seconded by Ms. Rising, the Board unanimously approved the minutes of August 17, 2023.

Under President's Report Mr. Deron Clark reported the volleyball and cross-country teams are off to a great start and are currently ranked #3 in the nation. Mr. Clark introduced Ms. Kayla Weaver, Assistant Director of Athletics. Ms. Kendalyn Ferguson, Head Women's Golf Coach, introduced the first and new NMJC's Women's Golf Team.

Mr. Scotty Holloman provided an update of new employees and employee retirements/resignations. Dr. Moore introduced Dr. William Brown, NMJC's new Vice President for Institutional Research, Planning, and Effectiveness, who was in attendance of the meeting. On behalf of the NMJC Board, Mr. Glenn welcomed all new employees to NMJC.

Dr. Moore provided an update of the Staked Plains event held on September 7 and 8, 2023. He reported Staked Plains brought in approximately 500 4th grade students. He thanked the museum and all volunteers who assisted in making the event successful.

Dr. Moore reported the Fearless Concert held on the NMJC campus on Saturday, September 9, 2023 brought in approximately 150 people. He noted this was the first of three concerts. The next two concerts are scheduled to be held on October 14, 2023 and December 2, 2023 at the Lea County Event Center. In addition, he stated proceeds from sale of tickets benefit the United Way of Lea County.

Dr. Moore reported the World Safety Organization (WSO) will host an International Safety & Health Symposium in Odessa, Texas on October 2-4, 2023 with a tour of the NMJC campus on October 4, 2023. Dr. Moore noted WSO is a professional organization whose focus is in environmental and occupational safety. Dr. Moore recognized Ms. Monica Cervantes for working to bring WSO to the area and to the NMJC campus. He noted Ms. Cervantes is a great supporter of NMJC. He further reported WSO is interested in the potential of a Student Chapter on the NMJC campus.

Dr. Moore reported the Council on Accreditation for Two-Year Colleges (CATYC), which works with approximately 19 states of the North Central region and the Higher Learning Commission, will host a conference on October 1 - 3, 2023 in Tempe, AZ. Dr. Moore stated he and Dr. Brown will be in attendance. In addition, Dr. Moore noted he has been approved to serve on the CATYC Executive Committee.

Dr. Moore reported the NMJC President's Council have completed reading the "The Great Upheaval - Higher Education's: Past, Present & Uncertain Future". Under the leadership of 4 group leaders, all groups have completed a presentation of their readings in the President's Council meetings. Next steps for the groups will involve looking at 5 to 6 NMJC values that are associated with NMJC's Mission and Vision and for the strategic planning work which will begin in January, 2024. Dr. Moore noted input from internal/external constituents and the NMJC Board will be included.

Dr. Moore provided an update of NMJC's new Thunderbird Clinic. He reported the final permit has been received and a target date to have the clinic up and running is the end of October, 2023.

Dr. Moore provided an update on his attendance of the Permian Strategic Partnership Reception/Dinner & Discussion on September 13, 2023 with former Florida Governor Jeb Bush as the speaker. Discussions included the East Texas areas and the Southeast New Mexico areas and a Strategic Partnership Plan to make a noticeable change for a good educational system for K-12 and Higher Education. Retention and recruitment to the Permian Basin was another important topic. In addition, NMJC has reached out to the University of Texas Permian Basin in hopes of establishing a partnership and plans to encourage other colleagues and superintendents in Southeast New Mexico to join in this effort.

Dr. Moore stated the advocacy group, New Mexico Independent Community Colleges (NMICC), has recently been in discussions regarding an NMICC Annual Conference in the State of New Mexico. The conference addresses higher education related to how colleges can learn from one another and best practices inside/outside of the classroom. Fellow colleagues have agreed the State of New Mexico needs to have a conference in the spring/fall of 2024. Dr. Moore advised NMJC will seek approval to host the conference on the NMJC campus.

Under Information Items Mr. Glenn provided an update of the Student Success Board Committee that met on August 23, 2023. He reported discussion included the Student Success Board Committee's charge and stated Dr. Moore will begin a draft and provide at the next scheduled board committee meeting. Additional discussions included updates of the new Industrial Training Center, the FY 2022/2023 revenue, students and hours trained, advisory boards that had ceased to meet during COVID have been restored, student data tracking (where are they now?), Lightcast Software updates, status of an Academic Master Plan, and an update of the "Achieving the Dream" report.

Mr. Gomez provided an update of the Facilities Board Committee that met on September 11, 2023. Discussions included the Watson Hall renovation, current status of the installation of Vestibules,

the new Vocational Tech Building, the Thunderbird Clinic, and a new hay/in-door horse barn. In addition, Mr. Gomez noted Mr. Kesner's recommendation for the development of a Concrete Replacement Project Plan.

Mr. Josh Morgan presented the Expenditure Report, Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report for August 2023.

Under New Business Mr. Morgan presented a request for approval to transfer funds from I&G to Capital as follows: \$15,000,000 into the NMJC Indoor Athletic Facility; \$2,000,000 into the Central Plant Expansion; \$2,000,000 into the Master Drainage Plan; \$2,000,000 into the Master Landscaping Plan, \$2,000,000 into the Infrastructure Upgrades; and \$2,000,000 into the Equestrian Center. Mr. Morgan stated the identified projects are priority projects in the Campus Facilities Master Plan and/or help to accomplish the Strategic Plan's Mission and Vision of the College. He further clarified this request is not for approval of the projects and noted projects will first be presented to the Facilities Board Committee for discussion and then presented to the NMJC Board for approval. Mr. Glenn asked for clarification of the Central Plant Expansion. Mr. Morgan responded the central plant will require expansion to the west side of the campus for the addition of the new Industrial Training Center and for potential future housing projects. He noted NMJC is working with architects to include the facilities to be located on the west side of the campus into the current Master Plan. Mr. Gomez asked which of the projects presented are not currently in the Master Plan. Mr. Morgan responded the Indoor Athletic Facility is not currently in the Master Plan. He further stated the architects have completed the preliminary review, which will be presented to the Facilities Board Committee for review and discussion. Upon a motion by Mr. Kesner, seconded by Mrs. Jones, the Board unanimously approved the capital transfers as requested.

Mr. Morgan presented a consideration for ITB #1101 - Workers' Compensation Insurance with a recommendation to award the bid to Daniels Insurance, Inc. in a base premium per year amount of \$56,944, which is down from last year in the amount of \$66,697. Mr. Glenn asked why the experience modifier moved up from .74 to .85. Mr. Morgan responded it was a bid year and NMJC moved up to a different tier and noted it was possibly a combination of several factors. Upon a motion by Mr. Baeza, seconded by Mr. Gomez, the Board unanimously approved this request. Mr. Kesner abstained.

Mr. Glenn called for comments from the public. There being none, the next Regular Board Meeting was scheduled for Thursday, October 19, 2023 at 1:30 pm in the Zia Board Room.

Upon a motion by Mr. Kesner, seconded by Mr. Gomez and by unanimous consent, the meeting adjourned at 2:30 pm.

Travis Glenn, Secretary as Acting Chair

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: October 12, 2023
RE: September 2023 Financial Reports

Expenditure Report:

September is the third month or 25% of the 2023/2024 fiscal year. The Expenditure Report represents expenditure totals that include funds expended and encumbered. The total year-to-date funds expended and/or encumbered through the month of September is \$47,286,348.

The total current unrestricted fund expenditures through September are \$11,489,216, which is 28% of the projected budget. Expenses for Instruction and General are higher compared to FY 23 due to the addition of new positions and the implementation of the salary survey approved by the board. In other current unrestricted funds, expenses are also up compared to FY 23 due to the same factors and due to the reclassification of the athletic coaches from faculty to professional employees per the salary survey which resulted in the reclassification of expenditures from I&G to Athletics. Over all, expenditures are up as compared to September 2022.

Restricted fund expenditures through September are \$2,477,270. The expenditures in the grant area is tracking along as expected. The Business Office is monitoring the expenditures in the grants and request the drawdown from the state and federal agencies. In restricted student aid, financial aid payouts have made for the summer and fall semesters. The year-to-date restricted student aid is up compared to FY 23 due to higher enrollment.

Total plant fund expenditures through September are \$33,319,862. Projects with major encumbrances include the Watson Hall Renovation, the Vestibule and Safety Project, the Baseball Field Lighting Project and the Industrial Training Center. Year-to-date building renewal and replacement expenditures are \$443,095 and equipment renewal and replacement expenditures are \$107,285.

Revenue Report:

Total current unrestricted revenue received in September was \$2,724,914. This mostly consists of tuition and fees for the fall semester, the monthly allocation from the state, and the oil and gas production accrual. The oil and gas revenue for September only includes the production

accrual for the month of September and a small portion of equipment tax revenue. We will not begin reporting actual FY 24 production revenue until October. We will not begin receiving property tax revenue for FY 24 until November. Total year-to-date current unrestricted revenue is \$8,250,798.

Total current restricted revenue received in September for grants and student aid was \$207,786. Total year-to-date current restricted revenue is \$2,068,232.

Total plant fund revenue recorded in September is \$1,547,693. This consist of GOB draws for the Vestibule & Safety Project and the Watson Hall Project, STB draws for portable welding trucks, and the LGIP interest. Total year-to-date plant fund revenue is \$3,374,431.

Total revenue for the month of September is \$4,480,393. Total year-to-date revenue is \$13,693,461.

Oil and Gas Revenue Report:

The Oil & Gas Report reflects revenue that is recorded into FY 23. In September, the College received \$5,217,863 in oil & gas revenue for the month of June. This is the last oil & gas revenue to be reported for FY 23. Total oil and gas production and equipment tax revenue for FY 23 is \$89,255,198.

For FY 23, the average monthly oil production was 31,682,689 barrels and the average monthly price per barrel was \$79.60. The average monthly oil production over the last 5 years has increased 126%.

The average monthly gas production was 98,913,372 MCF and the average monthly price per MCF was \$3.91. The average monthly gas production over the last 5 years has increased 155%.

Investment Report:

The College began the month of September with \$210,000,000 invested with the LGIP. There was no activity during the month. Ending balance at the end of September in the LGIP is \$210,000,000. The College earned \$929,135 in interest at a net yield of 5.333% during the month of September.

At the end of September, there was \$210,515,952 in allocated capital projects.

This concludes the financial report for September 2023.

NEW MEXICO JUNIOR COLLEGE

Expenditure Report

September 2023

25% of Year Completed

Fund	2022-23			2023-24			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	12,768,755	1,992,601	16%	12,920,876	1,005,504	2,825,504	22%
Academic Support	2,921,190	578,097	20%	3,190,536	292,675	941,699	30%
Student Services	2,827,588	527,631	19%	3,873,597	270,260	866,590	22%
Institutional Support	6,446,327	1,433,400	22%	6,782,391	578,062	1,974,027	29%
Operation & Maintenance of Plant	5,729,882	1,219,340	21%	5,798,525	436,733	1,600,232	28%
Subtotal - Instruction & General	30,693,742	5,751,069	19%	32,565,925	2,583,234	8,208,052	25%
Public Service	59,300	7,648	13%	-	-	-	0%
Internal Service Departments	267,730	182,969	68%	198,349	27,485.00	61,139	31%
Student Aid	980,031	556,162	57%	760,880	272,056	565,935	74%
Auxiliary Enterprises	3,012,636	651,546	22%	3,020,182	288,431	1,144,527	38%
Athletics	3,259,649	813,936	25%	4,567,603	340,646	1,509,563	33%
Total Current Unrestricted Fund	38,273,088	7,963,330	21%	41,112,939	3,511,852	11,489,216	28%
CURRENT RESTRICTED FUND							
Grants	1,965,462	225,945	11%	1,232,251	88,379	253,071	21%
Student Aid	4,216,931	2,035,913	48%	4,216,931	101,159	2,224,199	53%
Total Current Restricted Fund	6,182,393	2,261,858	37%	5,449,182	189,538	2,477,270	45%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	16,198,965	5,120,885	32%	213,497,375	450,454	26,210,781	12%
Projects from State GOB Funds	3,944,888	36,650	1%	5,310,214	-	5,253,858	99%
Projects from State STB Funds	484,251	84,251	17%	2,379,215	-	1,156,482	49%
Projects from General Fund	711,062	82,684	0%	2,125,000	-	-	0%
Projects from Other State Funds	-	-	0%	683,080	126,095	148,171	22%
Projects from Private Funds	-	-	0%	102,697	-	190	0%
Projects from State ER&R	1,375,854	251,256	18%	1,238,666	17,050	107,285	9%
Projects from State BR&R	1,255,745	402,948	32%	794,875	22,021	443,095	56%
Subtotal - Capital and BR&R	23,970,765	5,978,674	25%	226,131,122	615,620	33,319,862	15%
Debt Service							
Revenue Bonds	-	-	0%	-	-	-	0%
Total Plant Funds	23,970,765	5,978,674	25%	226,131,122	615,620	33,319,862	15%
GRAND TOTAL EXPENDITURES	68,426,246	16,203,862	24%	272,693,243	4,317,010	47,286,348	17%

NEW MEXICO JUNIOR COLLEGE

Revenue Report

September 2023

25% of Year Completed

2022-23

2023-24

Fund	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	3,804,088	1,929,341	51%	3,935,027	1,113,125	2,139,281	54%
State Appropriations	7,990,496	2,584,151	32%	8,158,200	649,083	1,947,249	24%
Advalorem Taxes - Oil and Gas	84,984,162	1,875,012	2%	12,550,000	816,937	2,450,271	20%
Advalorem Taxes - Property	13,982,841	-	0%	12,400,000	-	-	0%
Other Revenues	289,053	56,902	20%	145,000	36,370	93,181	64%
Subtotal - Instruction & General	111,050,640	6,445,406	6%	37,188,227	2,615,515	6,629,982	18%
Internal Service Departments	57,085	1,303	2%	66,700	50	1,113	2%
Auxiliary Enterprises	2,504,902	1,352,868	54%	2,854,642	62,799	1,479,428	52%
Athletics	560,600	162,500	29%	686,400	46,550	140,275	20%
Total Current Unrestricted	114,173,227	7,962,077	7%	40,795,969	2,724,914	8,250,798	20%
CURRENT RESTRICTED FUND							
Grants	1,965,462	232,418	12%	1,232,251	113,153	215,416	17%
Student Aid	4,216,931	1,728,714	41%	4,216,931	94,633	1,852,816	44%
Total Current Restricted	6,182,393	1,961,132	32%	5,449,182	207,786	2,068,232	38%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	3,941,406	-	0%	5,310,214	518,869	518,869	10%
Projects from State STB Funds	484,250	22,969	5%	2,379,215	99,689	99,689	4%
Projects from General Fund	353,400	-	0%	2,125,000	-	-	0%
Projects from BR&R	65,671	-	0%	124,386	-	-	0%
Interest Income (LGIP)	5,223,271	589,147	11%	1,450,000	929,135	2,755,873	190%
Total Plant Funds	10,067,998	612,116	6%	11,388,815	1,547,693	3,374,431	30%
GRAND TOTAL REVENUES	130,423,618	10,535,325	8%	57,633,966	4,480,393	13,693,461	24%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

June 2023

100% of Year Completed

		OIL		GAS		COMBINED		
Month of	Sales	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2022-23 Original Budget	Variance Over (Under) Budget
Distribution								
Actual	July	\$100.13	29,161,904	\$6.38	89,385,817	8,010,212	625,000	7,385,212
Actual	August	\$93.67	29,231,332	\$6.94	88,894,987	7,702,512	625,000	7,077,512
Actual	September	\$83.81	30,023,954	\$6.00	100,786,354	7,057,025	625,000	6,432,025
Actual	October	\$85.20	31,926,012	\$3.99	102,167,618	7,073,856	625,000	6,448,856
Actual	November	\$83.45	30,710,559	\$3.83	97,976,968	6,686,257	625,000	6,061,257
Actual	December	\$75.74	32,444,974	\$3.74	64,805,756	6,588,970	625,000	5,963,970
Actual	January	\$75.27	34,199,387	\$3.53	112,841,654	6,702,335	625,000	6,077,335
Actual	February	\$72.47	30,468,746	\$3.08	101,126,369	5,953,280	625,000	5,328,280
Actual	March	\$72.02	34,110,502	\$2.60	114,441,806	6,091,567	625,000	5,466,567
Accrual	April	\$77.01	33,365,842	\$2.23	110,868,565	6,275,251	625,000	5,650,251
Accrual	May	\$69.66	33,280,265	\$2.33	104,375,759	5,599,306	625,000	4,974,306
Accrual	June	\$66.80	31,268,794	\$2.24	99,288,816	5,217,863	625,000	4,592,863
Y.T.D. Production Tax Revenue						78,958,434	7,500,000	71,458,434
Y.T.D. Equipment Tax Revenue						10,296,764	1,655,000	8,641,764
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>89,255,198</u>	<u>9,155,000</u>	<u>80,100,198</u>

NEW MEXICO JUNIOR COLLEGE

Schedule of Investments

September 2023

25% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	210,000,000	7102-1348	5.333%	929,135
Plus deposits	-			
Less withdrawals	-			
Total LGIP investments	210,000,000			929,135

Capital Project	9/30/2023
Vehicles	596,783.89
Campus Facilities Master Plan	100,000.00
Chrome River	70,000.00
WHM North Gallery Renovation	505,994.73
Campus Vestibules	1,218,288.59
Voc B Airhandler	2,000,000.00
Softball Field	5,790,000.00
National Track Meet	135,333.35
Technology Upgrade	675,176.27
Professional Development	76,772.84
Ben Alexander Renovation	3,000,000.00
Baseball Field	1,820,073.45
Rodeo Arena	143,382.20
Fire Alarm Upgrade	257,857.50
Landscaping	247,750.00
Smart Classrooms	337,944.51
Campus Signage	48,633.01
Campus Paving	460,557.50
Std Ctr & Bob Moran Roof Replacement	2,650,000.00
Master Landscaping Project	15,505,773.14
Dorm/Apartment Refurbish	1,792,122.51
Concrete Upgrade	157,262.75
Campus Construction	268,515.54
Workforce Development	246,107.38
Higher Learning Commission	113,090.23
Campus Security	97,810.62
Copier Replacement	144,155.22
Non-Recurring Compensation	1,201,234.00
Athletics	145,506.89
Student Life Programming	20,000.00
Succession Plan	666,708.61
WHM Exhibits	178,379.82
Track Upgrades	176,134.08
Driving Range Upgrades	150,000.00
Cafeteria Upgrade	220,659.22
Equestrian Center	6,929,949.09
Turf Replacement	300,000.00
Watson Hall Renovation	4,914,270.73
Facilities Management System	17,165.09
Caster Upgrades	500,000.00
Industrial Training Center	18,516,653.12
Heidel Hall Renovation	19,996,202.16
Infrastructure Upgrades	5,378,619.59
Campus Housing Unit	15,142,686.15
Cafeteria Construction	14,655,748.10
Mansur Hall Remodel	2,586,575.09
Mary Hagelstein Remodel	2,966,750.25
Campus Wide Access Control	2,135,743.69
Dorm/Apartment Furniture Replacement	810,617.44
Roof Replacement	3,000,000.00
CORE	1,500,000.00
Tbird Health Clinic Caster Annex Remodel	500,000.00
NMJC/Lea County Quality of Life (ENMT)	5,355,080.79
Central Plant Expansion	3,216,321.12
Master Drainage Plan	4,464,541.57
Student Hub	9,607,790.00
NMJC/Lea County Culinary Arts	2,500,000.00
NMJC Indoor Athletic Facility	30,000,000.00
Building Renovation	14,300,000.00
Workforce Training Contingency	3,229.97
Total	210,515,951.80

NEW MEXICO JUNIOR COLLEGE
Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: October 12, 2023
RE: Quarterly Financial Action Report

To comply with the HED (Higher Education Department) mandate that each College Board approve a quarterly financial action statement, attached is the Quarterly Action Statement for the quarter ending on September 30, 2023. This disclosure notifies you as the NMJC Board as well as the HED to any financial problems that might not be evident with an income and expense report. The College has made all required payments, payroll, and scheduled payments to vendors. Please approve the Quarterly Financial Action Report as of September 30, 2023.

Respectfully,



Josh Morgan

QUARTERLY FINANCIAL ACTION REPORT

Fiscal Year 23

Today's Date: 10-12-2023

Period (check one)

1st quarter 2nd quarter 3rd quarter 4th quarter

Institution: New Mexico Junior College

DURING THE TIME PERIOD COVERED BY THIS REPORT, DID YOUR INSTITUTION:

(1) Request an advance of state subsidy? Yes: No:

(2) Fail to make its required payments, as scheduled, to appropriate retirement system(s)?

Yes: No:

(3) Fail to make its payroll payments, as scheduled?

Yes: No:

(4) Fail to make its scheduled debt service payments?

Yes: No:

(5) Fail to make payments to vendors, as scheduled, due to a cash deficiency or a substantial deficiency in the payment processing system?

Yes: No:

(6) Relative to its original budget for the fiscal year, experience any actual or anticipate any projected financial changes (such as unbudgeted decreases in revenues or unbudgeted increases in expenditures) that will result in a substantially reduced year-end fund balance or larger deficit this fiscal year?

Yes: No:

If the answer to any of the above is "Yes," please describe in a separate document: (i) the reason for the occurrence, (ii) the actions taken by your institution to resolve this particular occurrence, and (iii) the actions taken by your institution to prevent events such as this from occurring again.

In addition, if the answer to number 6 is "Yes," please describe in a separate document the nature of the financial changes and describe and assess the impact that the changes will have on your institution's planned year-end financial position.

New Mexico Higher Education Department
Institutional Finance Division
Quarterly Financial Certification Template

Please complete and sign the following certification form and submit with Quarterly Financial Statements and Quarterly Financial Actions Report.

I certify that I believe the information provided in the attached (a) Financial Statements, and (b) Financial Actions Report, for the:

1st X 2nd _____ 3rd _____ 4th _____ Quarter, FY 24

are correct as of the date indicated below, and that

New Mexico Junior College

has a functioning financial accounting system that captures assets, liabilities, revenues, and expenditures on a timely basis, and the Governing Board receives timely notification of any significant actual or projected variances between budgeted and actual revenues and expenditures.

Pat Chappelle, Board Chair

Dr. Derek Moore, President

Josh Morgan

Josh Morgan, Vice President for Finance

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: October 12, 2023
RE: Disposition of Inventory

Pursuant to Article 6 (“Sale of Public Property”) Section 13-6-1, New Mexico Junior College is requesting to sell at public auction unused inventory. Upon approval by the NMJC Board of Directors, a letter will be sent to the Office of the State Auditor (OSA) and the Higher Education Department (HED) notifying of our intentions to dispose of such inventory at public auction. Pursuant to Paragraph B of Section 13-6-1, New Mexico Junior College will wait 30 days from the notice to OSA and HED to hold the public auction.

Attached is a list of items which will be sent to public auction.

In accordance with State Statute 13-6-1, we hereby approved the disposition of New Mexico Junior College public inventory through sell at public auction.

Pat Chappelle
Board Chair
New Mexico Junior College

Josh Morgan
VP for Finance
New Mexico Junior College

Inventory #	Description	Serial Number or Vin	Acquisition Date	Acquired Value
D00001	iPad Air Wi-Fi 32GB	DMPHM7XJDJ8R	3/17/2014	\$579.00
D00033	Microsoft Surface	31621140852	6/16/2014	\$723.46
D00146	iPad	DLXFKKR7DFHY	8/19/2015	\$0.00
D00156	iPad	DMQKDKT9F182	8/26/2015	\$0.00
D00166	iPad	DMPGMG4ZFHY	9/8/2015	\$0.00
D00214	Dell Latitude 7350	JBWG462	1/26/2016	\$0.00
D00225	HP Laptop	BCADR100B4BBXOA	3/29/2016	\$0.00
D00727	HP EliteBook 840	5CG5481K64	9/4/2018	\$0.00
D00729	HP ProBook	5CG6161TXP	9/4/2018	\$0.00
D00768	HP ProBook	5CG44844VC	9/4/2018	\$0.00
D00774	HP EliteBook 840 G1	5CG448453F	9/4/2018	\$0.00
D00775	HP EliteBook 840 G1	5CG50920HH	9/4/2018	\$0.00
D00776	HP EliteBook 840 G1	CNU419BCL7	9/4/2018	\$0.00
G31673	Nikon Microscope/Camera	610457	4/10/2002	\$13,313.98
G31916	Nikon Microscope	611728	3/25/2005	\$10,787.48
G31937	Nikon Microscope	610045	4/6/2006	\$1,652.00
G31941	Nikon Microscope Monitor	51031388	4/6/2006	\$11,246.11
H10632	Apple Cinema Display	718908807408	8/21/2009	\$1,599.00
H10863	HP ProBook 6550b	CNU03129RZ	8/12/2010	\$1,163.70
H11165	HP LaserJet CP4025DN	JPBCC5K106	6/14/2011	\$1,267.50
H11225	HP LaserJet P4015DN	CNDY944740	8/17/2011	\$1,416.75
H11314	Canon Color Scanner	FB311638	10/25/2011	\$3,467.00
H11624	Dell Latitude E5520	6V2S9T1	9/18/2012	\$1,082.58
H11625	Dell Latitude E5520	6V1D8T1	9/18/2012	\$1,082.58
H11627	Dell Latitude E5520	6V0T9T1	9/18/2012	\$1,082.58
H11631	Dell Latitude E5520	6V4CBT1	9/18/2012	\$1,082.58
H11632	Dell Latitude E5520	6V46BT1	9/18/2012	\$1,082.58
H11635	Dell Latitude E5520	6V3CBT1	9/18/2012	\$1,082.58
H11638	Dell Latitude E5520	6V4T9T1	9/18/2012	\$1,082.58
H11639	Dell Latitude E5520	6V42BT1	9/18/2012	\$1,082.58
H11641	Dell Latitude E5520	6V40BT1	9/18/2012	\$1,082.58
H11642	Dell Latitude E5520	6V11BT1	9/18/2012	\$1,082.58
H11645	Dell Latitude E5520	6V0DBT1	9/18/2012	\$1,082.58
H11666	Dell Latitude E5520	6V1W9T1	9/18/2012	\$1,082.58
H11667	Dell Latitude E5520	6V188T1	9/18/2012	\$1,082.58
H11668	Dell Latitude E5520	6V188T1	9/18/2012	\$1,082.58
H11669	Dell Latitude E5520	6V08BT1	9/18/2012	\$1,082.58
H11670	Dell Latitude E5520	6V3X9T1	8/19/2012	\$1,082.58
H11671	Dell Latitude E5520	6V27BT1	9/18/2012	\$1,082.58
H11672	Dell Latitude E5520	6V36BT1	9/18/2012	\$1,082.58
H11674	Dell Latitude E5520	6V1S9T1	9/18/2012	\$1,082.58
H11675	Dell Latitude E5520	6V30BT1	9/18/2012	\$1,082.58
H11677	Dell Latitude E5520	6V2Y9T1	9/18/2012	\$1,082.58
H11678	Dell Latitude E5520	6V0Z9T1	9/18/2012	\$1,082.58
H11679	Dell Latitude E5520	6V35BT1	9/18/2012	\$1,082.58
H11680	Dell Latitude E5520	6V2W9T1	9/18/2012	\$1,082.58
H11683	Dell Latitude E5520	6V2DBT1	9/18/2012	\$1,082.58
H11695	Dell Latitude E5520	6V32BT1	9/18/2012	\$1,082.58
H11705	Dell Latitude E5520	6V20BT1	9/18/2012	\$1,082.58
H11710	Dell Latitude E5520	6V64BT1	9/18/2012	\$1,082.58
H11711	Dell Latitude E5520	6V65BT1	9/18/2012	\$1,082.58

H11807	HP Compaq 8300 Elite	2UA2381XSX	11/15/2012	\$1,013.25
H11808	HP Compaq 8300 Elite	2UA2381XSO	11/15/2012	\$1,013.25
H11809	HP Compaq 8300 Elite	2UA2381XSC	11/15/2012	\$1,013.25
H11812	HP Compaq 8300 Elite	2UA2381XS7	11/15/2012	\$1,013.25
H11813	HP Compaq 8300 Elite	2UA2381XSJ	11/15/2012	\$1,013.25
H11819	HP Compaq 8300 Elite	2UA2381XS8	11/15/2012	\$1,013.25
H11821	HP Compaq 8300 Elite	2UA2381XSH	11/15/2012	\$1,013.25
H11822	HP Compaq 8300 Elite	2UA2381XSB	11/15/2012	\$1,013.25
H11823	HP Compaq 8300 Elite	2UA2381XS4	11/15/2012	\$1,013.25
H11825	HP Compaq 8300 Elite	2UA2381XSS	11/15/2012	\$1,013.25
H11874	Lenovo ThinkPad X230	R9-W8NX9	1/14/2013	\$1,735.50
H12042	HP Compaq 8300 Elite	MXL3370ML6	9/17/2013	\$1,029.81
H12043	HP Compaq 8300 Elite	MXL3370MC7	9/17/2013	\$1,029.81
H12044	HP Compaq 8300 Elite	MXL3370MC0	9/17/2013	\$1,029.81
H12079	HP ProBook 6570b	5CB33209L0	10/24/2013	\$1,218.66
H12080	HP ProBook 6570b	5CB33209K2	10/24/2013	\$1,218.66
H12082	HP ProBook 6570b	5CB33209L5	10/24/2013	\$1,218.66
H12083	HP ProBook 6570b	5CB33209L2	10/24/2013	\$1,218.66
H12085	HP ProBook 6570b	5CB33209L7	10/24/2013	\$1,218.66
H12087	HP ProBook 6570b	5CB33209LM	10/24/2013	\$1,218.66
H12090	HP ProBook 6570b	5CB33209LC	10/24/2013	\$1,218.66
H12091	HP ProBook 6570b	5CB33209LN	10/24/2013	\$1,218.66
H12433	Apple MacBook Pro	C02N306QFD59	7/29/2014	\$2,658.00
H12434	Disc Repair System	PRO-03572B	8/11/2014	\$1,395.00
H12540	HP EliteOne 800 AIO	MXL4350YCN	9/11/2014	\$1,120.89
H12548	HP EliteOne 800 AIO	MXL4350YCJ	9/11/2014	\$1,120.89
H12553	HP EliteOne 800 AIO	MXL4350YCH	9/11/2014	\$1,120.89
H12561	HP EliteOne 800 AIO	MXL4350YCT	9/11/2014	\$1,120.89
H12562	HP EliteOne 800 AIO	MXL4350YC1	9/11/2014	\$1,120.89
H12568	HP EliteOne 800 AIO	MXL4350YBZ	9/11/2014	\$1,120.89
H12570	HP EliteOne 800 AIO	MXL4350YCO	9/11/2014	\$1,120.89
H12599	Self Checkout Server	G7MQZ12	9/12/2014	\$1,497.36
H12640	Microsoft Surface Pro 3	63071444453	12/10/2014	\$2,291.62
H12677	HP EliteBook Folio 9480M	5CG5112LZP	5/19/2015	\$1,984.00
H12678	HP EliteBook Folio 9480M	5CG5112MOB	5/19/2015	\$1,984.00
H12732	Canon Color Scanner	FB330552	8/19/2015	\$2,763.48
H12744	Cybex Recumbent Bike	K0710-770R026N	9/21/2015	\$3,772.50
H12759	Lenovo ThinkPad	MP-095RDC15/08	10/26/2015	\$1,928.29
H12762	Lenovo ThinkPad	MP-095S83	10/26/2015	\$1,928.29
H12818	HP EliteOne 800 AIO	MXL6112BDN	4/26/2016	\$1,193.89
H12823	HP ProBook 650 G2	5CG61503LR	5/12/2016	\$1,489.64
H12963	HP ProBook 650	5CG6380FP1	10/13/2016	\$1,386.79
H12975	HP EliteOne 800 AIO	MXL6342D55	10/24/2016	\$1,170.00
H12987	HP EliteOne 800 AIO	MXL6342D5W	10/24/2016	\$1,170.00
H12992	HP EliteOne 800 AIO	MXL6342D67	10/24/2016	\$1,170.00
H13014	HP EliteOne 800 AIO	MXL6342D63	10/24/2016	\$1,166.14
H13056	HP EliteOne 800 AIO	MXL7131W36	4/13/2017	\$1,221.40
H13074	Editing and Viewing Station	Dell 3243573362	4/19/2017	\$3,578.00
H13083	Lenovo ThinkPad	R9-OND3NM	6/8/2017	\$2,370.00
H13139	MacBook Pro 15"	C02TMAXRG8WN	9/21/2017	\$1,998.99
H13174	HP EliteBook 840 G4	5CG73934Z0	10/12/2017	\$1,565.58
H13819	HP EliteDesk 800 G4	MXL846123M	1/15/2019	\$1,087.59

H13914	Hill-Rom Hospital Bed	E022AB8510	3/7/2019	\$2,089.13
H13915	Hill-Rom Hospital Bed	K303AL6809	3/7/2019	\$2,089.13
N10101	Mig GMAW Welder	HG002279	4/1/1976	\$1,175.15
N10719	Pack Rat Track Cutter	0973C85	1/1/1987	\$1,585.60
N12340	Refrigerator - 23 Cubic Ft.	1461541	1/1/1996	\$1,938.99
N12357	Video Microscopy System	953171H	10/1/1995	\$2,323.95
N12824	Power Source	U1960301246	12/5/1996	\$2,249.45
N15687	Neomet Binocular Microscope	MC88209	6/22/2000	\$7,942.50
N15860	Stairmaster 4600 Stairclimber	180000628021	8/4/2000	\$2,301.25
N17251	Workstation	NULL	12/1/2002	\$1,884.17
N17653	Apple Cinema Display	CY3310RVLFA	9/8/2003	\$1,799.00
N17722	2005 44 Passenger Bus	1T7YU2C2451148107	2/20/2004	\$126,593.80
N18046	Nautilus Preacher Curl	S5PCXX050063	6/8/2005	\$2,471.00
N18204	Hone Desk/Storage	NULL	10/10/2005	\$1,712.00
N18205	Hone Desk/Storage	NULL	10/10/2005	\$1,712.00
N19059	Phillips 50" HDTV	NULL	2/14/2008	\$1,546.98
N19131	Potomac Desktop Bundle	ZOPEXC5Va4	12/2/2009	\$8,377.00
N19249	HP ProLiant DL 380p G8 (Previous Auction)	USE2172KT2	5/8/2012	\$6,952.23
N19469	Fortinet Fortimail 400E	FE-400E3A17000274	10/19/2017	\$13,300.74
N19490	HP ProLiant DL 360 G10	MXQ82100Z6	6/18/2018	\$6,814.46
N19597	HP ProLiant DL 360 G10	MXQ85006TT	1/15/2019	\$5,477.10
N19689	2012 International Bus	4DRBWAAROCB388670	4/7/2020	\$8,500.00

New Mexico Junior College

5317 Lovington Highway
Hobbs, NM 88240

To: New Mexico Junior College Board
From: JoeMike Gomez
RE: Request for Proposal #142

October 19, 2023

Request for Proposal #142 – Electrical Services

Public Notice: October 4th, 2023
Hobbs News-Sun

Bid Summary:	(Lead)	(Journeyman)	(Apprentice)
Hungry Horse	\$65.00	\$55.00	\$45.00

Recommendation for award:

Hungry Horse:

One (1) year contract, renewable up to three (3) additional years.

Sincerely,
JoeMike Gomez

New Mexico Junior College

5317 Lovington Highway
Hobbs, NM 88240

To: New Mexico Junior College Board
From: JoeMike Gomez
RE: Request for Proposal #143

October 19, 2023

Request for Proposal #143 – Carpentry Work

Public Notice: October 4th, 2023

Hobbs News-Sun

Bid Summary:	(Foreman)	(Laborer)
Doportto Construction	\$25.00	\$18.00

Recommendation for award:

Doportto Construction:

One (1) year contract, renewable up to three (3) additional years.

Sincerely,

JoeMike Gomez

New Mexico Junior College

5317 Lovington Highway
Hobbs, NM 88240

To: New Mexico Junior College Board
From: JoeMike Gomez
RE: Request for Proposal #144

October 19, 2023

Request for Proposal #144 – Concrete Work

Public Notice: October 4th, 2023
Hobbs News-Sun

Bid Summary:	(Lead)	(Laborer)
Doport Construction	\$25.00	\$18.00

Recommendation for award:

Doport Construction:

One year (1) contract, renewable up to three (3) additional years.

Sincerely,
JoeMike Gomez

New Mexico Junior College

5317 Lovington Highway
Hobbs, NM 88240

To: New Mexico Junior College Board
From: JoeMike Gomez
RE: Request for Proposal #145

October 19, 2023

Request for Proposal #145 – Painting Projects

Public Notice: October 4th, 2023
Hobbs News-Sun

Bid Summary:	(Painter)	(Helper)
Doport Construction	\$25.00	\$18.00

Recommendation for award:

Doport Construction:

One year (1) contract, renewable up to three (3) additional years.

Sincerely,
JoeMike Gomez
