



BOARD OF TRUSTEES

Board Meeting

Thursday, January 11, 2024

12:30 p.m.

***Community Room
Of the
Emerging Technologies and Workforce Building***

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES
January 11, 2024
12:30 p.m.**

AGENDA

A meeting of the Board of Trustees of Weatherford College will be held on Thursday, January 11, 2024 beginning at 12:30 p.m. in the Community Room of the Emerging Technologies and Workforce Building, located at 225 College Park Drive, Weatherford, Texas, to consider and act on the posted agenda:

1. Call to Order, Invocation and Pledge of Allegiance
2. Public Comment for Individuals Not on the Agenda
3. President's Report:
 - a. Recognitions
 - b. Employee Notices
 - c. Spring Enrollment Update
4. Consent Agenda and Financial Reports:
 - a. Approval of Minutes from the December 7, 2023 Board Meeting
 - b. Financial Reports Ending December 31, 2023
 - c. Disposal of Obsolete and Surplus Items through E-waste Recycling and Online Auction
 - d. Approval of 2024-2025 Academic Calendar Amendments
5. Consideration and Possible Action: Update and Approval of Contract Negotiations with Touchstone regarding management services of Canyon West Golf Course.
6. Reports:
 - a. WCWC, Academics, and Student Services Update
 - b. Presentation of Bus Options, Chief Anthony Bigongiari
 - c. Coyote Radio Station Update, Dave Cowley
7. Announcements
8. Closed Session:
 - a. Deliberate Real Property in Accordance with Government Code 551.072
 - b. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee, in Accordance with Government Code 551.074

9. Consideration and Possible Action: Real Property

10. Consideration and Possible Action: Appointment, Employment, Evaluation,
Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee

11. Adjourn



Public Comment for
Individuals
Not on the Agenda



President's Report

- Recognitions
- Employee Notices
- Spring Enrollment Update



**Weatherford College Board of Trustees
Consent Agenda**

DATE: January 11, 2024

AGENDA ITEM #4.a.

SUBJECT: Minutes from the December 7, 2023 Board Meeting

INFORMATION AND DISCUSSION: None

RECOMMENDATION: That the Board of Trustees review and approve the Minutes from the December 7, 2023 Board Meeting as presented.

ATTACHMENTS: Minutes from the December 7, 2023 Board Meeting.

SUBMITTED BY: Ryan Heckart, Executive Assistant the President

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
December 7, 2023**

The Weatherford College Board of Trustees met in regular session at 12:33 p.m., Thursday, December 7, 2023, in the Community Room of the Emerging Technologies and Workforce Building. Board Chair Dan Carney called the meeting to order. Other trustees present were Vice Chair Dowd, Secretary Morris, Mac Smith, Dr. Dixon, Dr. Marlett, and G.B. Bailey. Judy McAnally was absent. Doug Dowd gave the invocation and the Pledge of Allegiance was recited.	1	Call to Order, Invocation and Pledge of Allegiance 825-1
There were no participants in public comment.	2	Public Comment 825-2
President Tod Allen Farmer submitted the following recognitions and employee notices:	3	President's Report 825-3
a) Recognitions		
a. December is Weatherford College Trustee Appreciation month. Our WC trustees give of their time and knowledge with no financial remuneration. We have some WC branded token gifts of appreciation for their highly valued service. As president, I would like to publicly thank them for their exceptional service.		
b. Our WC Phi Theta Kappa Honor Society is sponsoring a pet supply donation drive. They are partnering with the WC Vet Tech Club to collect pet supply donations and have set up donation boxes in the Doss Center and in the Emerging Technologies and Workforce Building. All donations will be given to the Weatherford/Parker County Animal Shelter.		
c. Weatherford College Respiratory Care students recently promoted the American Cancer Society's Great American Smokeout event. The event promoted a healthy lifestyle by encouraging citizens to quit smoking.		
d. The National Junior College Athletic Association recently named Weatherford College volleyball player Selanny Puente a Division I First Team All-American. Selanny is WC's first ever All-American volleyball player.		
e. Weatherford College and a community group are partnering on a Turkey Drive Luncheon to be hosted by WC on Thursday, December 14 th . The come-and-go event will be held from 11:30-1:30 in the		

community room of the Emerging Technologies and Workforce Building. We hope to provide 300 turkeys to needy Parker County citizens.

b) Employee Notices- DMAC Local requires the College President to provide the names of contract employees that have resigned since the last board meeting.

a. Albert (Eddie) White, Resignation, Instructor/Program Director, Substance Abuse/Human Service, 12/31/23

c) Required Board Training:

a. Policy BBD (Legal) requires an annual report of compliance with Texas college trustee training requirements. I am pleased to report that all WC trustees are fully trained with the exception of trustee G.B. Bailey who is in the process of completing the orientation training.

d) Enrollment Report

a. As of Tuesday, December 5th, we had 2,713 students registered for the Spring 2024 semester compared to a year-to-date enrollment of 2,584 students last year. With enrollment ongoing, that represents an increase of 129 students or a 4.99 percent enrollment increase.

4 Consent Agenda
825-4

A recommendation was made that the Board approves the minutes from the November 9, 2023 Board Meeting as presented. *Submitted by Ryan Heckart, Executive Assistant to the President.*

4.a Approval of Minutes
from the November 9,
2023 Board Meeting

A recommendation was made that the Board approves the financial reports ending November 30, 2023 as presented. *Submitted by Dr. Andra Cantrell, EVP of Financial and Administrative Services.*

4.b Financial Reports Ending
November 30, 2023

A recommendation was made that the Board approves the Report of Investments ending November 30, 2023. *Submitted by Dr. Andra Cantrell, EVP of Financial and Administrative Services.*

4.c Quarterly Investment
Report

A recommendation was made that the Board approves the 2024-2025 Academic Calendar as presented. *Submitted by Adam Finley, Executive Dean of Enrollment Management and College Registrar.*

4.d Approval of 2024-25
Academic Calendar

A recommendation was made that the Board award the Omnia Cooperative Contract Quotations as presented. *Submitted by Dr. Andra Cantrell, EVP of Financial & Administrative Services.* 4.e

Omnia Cooperative Quotations for Diagnosis Medical Ultrasound Systems for Cardiovascular Sonography & Sonography Programs

Mr. Bailey made a motion to approve the consent agenda as recommended in its entirety. Secretary Morris seconded the motion. The motion was carried unanimously.

Consent Agenda Approved 825-4

The Board of Trustees heard the results of the 2022-2023 Financial Audit, as presented by the audit team at Snow-Garrett Williams. No issues were discovered during the audit, and no action was required behalf of the Board. 5

Consideration and Possible Action: 2022-23 Financial Audit 825-5

The Board received a summary of proposals for Management of the Canyon West Golf Course. The results of the summary were as follows: 6

Consideration and Possible Action: Canyon West Golf Course Management Services 825-6

A summary of the four qualified sealed proposals is listed below including the year-one base proposal price and the current committee ranking. More detailed summaries of these proposals and rankings are attached.

Company Year-One Base Proposal Price Current Committee Ranking:

Touchstone Golf \$ 84,000 #1

CourseCo \$ 90,000 #2

Kemper Sports \$102,000 #3 (tied)

Troon Golf \$108,000 #3 (tied)

Upon hearing the details of the proposals, and after fielding various questions to Jaci Edwards and the selection committee, the Board elected to table making a decision until further discussion could be had. **The Board did return to this item to make a decision after closed session. See item #10 in the minutes.**

The following reports were presented to the Board: 7

825-7

- a) WCWC, Academics, and Student Services Update
- b) Athletics/Volleyball Report (Coach May)

Crystal Woerly, Director of Public Relations, made the following announcements: 8 825-8

- December 7 Student Art Show
(Alkek Fine Arts Theater, 5:30 p.m.)
- December 8 Women’s Basketball – WC vs Paris Junior College
(Graber Athletic Center, 5:00 p.m.)
- Student Voice Recital
(Alkek Fine Arts Theater, 7:00 p.m.)
- December 9 Men’s Basketball – WC vs DFW Prep
(Graber Athletic Center, 4:00 p.m.)
- December 11 Ex-Students Luncheon
(Allene Strain Room, 12:00 p.m.)
- December 12 Women’s Basketball – WC vs Midland College
(Graber Athletic Center, 5:30 p.m.)
- Hope for the Holidays – Jazz Orchestra
(Alkek Fine Arts Theatre, 7:00 p.m.)
- December 14 29th Annual Turkey Drive
(Emerging Tech. and Workforce Community Rm., 11:30 a.m.)
- January 9 Men’s Basketball – WC vs Tribulation Prep
(Graber Athletic Center, 7:00 p.m.)

Board of Trustees entered into Closed Session at 1:22 p.m. to deliberate real property in accordance with Government Code 551.072, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee in accordance with Government Code 551.074. 9 Closed Session 825-9

The Board of Trustees reconvened in Open Session at 2:31 p.m. Vice Chair Dowd left during closed session, and was not present during the final open session. Open Session

Mr. Smith made a motion in regards to real property and relating to agenda item #6, to approve formal contract negotiations to begin between Touchstone and Weatherford College, and report the results of the contract negotiations at the January Regular Board Meeting. 10 Consideration and Possible Action 825-10

Dr. Dixon seconded the motion, and the motion was carried unanimously.

No action regarding personnel matters. 11 Consideration and Possible Action 825-11

December 7, 2023

At 2:37 p.m., Mac Smith made the motion to adjourn the meeting. Dr. Marlett seconded and the motion carried unanimously.

12

Adjourn
825-12

Dan Carney
Chair, Board of Trustees

Lela Morris
Secretary, Board of Trustees



**Weatherford College Board of Trustees
Consent Agenda**

DATE: January 11, 2024

AGENDA ITEM #4.b.

SUBJECT: Financial Report Ending December 31, 2023

INFORMATION AND DISCUSSION: The cash balance as of December 31, 2023 is \$69,465,143.85. This is a decrease of \$7,870,986.15 from last year at December 31, 2022. The operating statement at December 31, 2023 indicates that total revenues collected are \$46,211,229 or 62.24% of budget. Total expenditures are \$23,684,673 or 31.90% of budget.

RECOMMENDATION: That the Board approves the financial reports ending December 31, 2023 as presented.

ATTACHMENTS: Cash Balance Reports and Operating Statements at December 31, 2023.

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice President of Financial & Administrative Services

**WEATHERFORD COLLEGE
CASH BALANCE REPORT
December 31, 2023**

<u>Unrestricted Funds</u>	<u>Checking</u>	<u>Investments</u>	<u>Petty Cash</u>	<u>Total</u>
Beginning Balance	9,936,702.16	41,597,406.63	3,745.00	51,537,853.79
Deposits	6,582,494.28	1,016,243.79	1,200.00	7,599,938.07
Disbursements	(7,518,786.52)	(1,000,000.00)	-	(8,518,786.52)
Ending Balance	<u>9,000,409.92</u>	<u>41,613,650.42</u>	<u>4,945.00</u>	<u>50,619,005.34</u>

Unrestricted Funds:	<u>Checking Acct</u>	<u>Investments</u>	<u>Acct Balance</u>
Maintenance and Carter	9,000,409.92	41,613,650.42	50,614,060.34
Petty cash	4,945.00	-	4,945.00
Sub-total	<u>9,005,354.92</u>	<u>41,613,650.42</u>	<u>50,619,005.34</u>
Restricted Funds:			
Scholarships & Loans	1,179,227.20	2,295,736.17	3,474,963.37
Schropshire Cap. Impr.	321,617.89	-	321,617.89
Construction	6,832,802.30	5,000,000.00	11,832,802.30
Debt Service	1,897.69	2,551,120.63	2,553,018.32
Interest & Sinking	38,736.63	-	38,736.63
Contingency Reserves	-	625,000.00	625,000.00
Sub-total	<u>8,374,281.71</u>	<u>10,471,856.80</u>	<u>18,846,138.51</u>
Grand Total	<u>17,379,636.63</u>	<u>52,085,507.22</u>	<u>69,465,143.85</u>

Recap of Investments

<u>Investments</u>	<u>Current Value 12/31/2023</u>	<u>Rate</u>	<u>Maturity Date</u>
<u>Prosperity Bank</u>			
Money Market Account	5,035,775.30	1.40%	
CD	25,577,875.12	5.00%	5/19/2024
CD	10,000,000.00	5.00%	3/10/2024
CD	1,000,000.00	5.00%	7/7/2024
CD	2,920,736.17	5.00%	7/7/2024
CD	2,551,120.63	4.50%	10/7/2025
CD	5,000,000.00	2.00%	3/7/2024
 Total Investments	 <u>52,085,507.22</u>		

**WEATHERFORD COLLEGE
STATEMENT OF REVENUES
December 31, 2023**

	2022-2023			2023-2024			
	Amended Budget	Received 12/31/2022	% of Budget	Amended Budget	Received 12/31/2023	Balance	% of Budget
Operating Revenues							
Tuition							
In-District Resident	\$ 5,206,330	\$ 4,212,884	80.92%	\$ 5,536,380	\$ 4,715,101	\$ 821,279	85.17%
Out-of District Resident	\$ 6,882,487	\$ 5,710,812	82.98%	\$ 7,645,416	\$ 6,378,001	\$ 1,267,415	83.42%
Out-of District Resident - EC Granbury	\$ 228,810	\$ 81,396	35.57%	\$ -	\$ -	\$ -	#DIV/0!
Out-of District Resident - Wise County	\$ 2,067,282	\$ 1,666,348	80.61%	\$ 2,188,174	\$ 1,714,293	\$ 473,881	78.34%
Non-Resident	\$ 1,250,348	\$ 1,168,271	93.44%	\$ 1,416,154	\$ 1,385,557	\$ 30,597	97.84%
Differential Tuition	\$ 1,134,805	\$ 964,829	85.02%	\$ 1,237,944	\$ 1,048,422	\$ 189,522	84.69%
State Funded Continuing Education	\$ 560,000	\$ 493,364	88.10%	\$ 694,150	\$ 573,616	\$ 120,534	82.64%
Non-State Funded Continuing Education	\$ 22,700	\$ 52,447	231.04%	\$ 22,750	\$ 8,820	\$ 13,930	38.77%
Total Tuition	\$ 17,352,762	\$ 14,350,350	82.70%	\$ 18,740,968	\$ 15,823,809	\$ 2,917,159	84.43%
Fees							
General Fee	\$ 2,983,878	\$ 2,563,031	85.90%	\$ 4,099,147	\$ 3,612,130	\$ 487,017	88.12%
Laboratory Fee	\$ 341,369	\$ 285,672	83.68%	\$ 342,200	\$ 287,886	\$ 54,314	84.13%
Total Fees	\$ 3,325,247	\$ 2,848,703	85.67%	\$ 4,441,347	\$ 3,900,017	\$ 541,330	87.81%
Allowances and Discounts							
Bad Debt Allowance	\$ (27,500)	\$ -	0.00%	\$ (32,500)	\$ -	\$ (32,500)	0.00%
Remissions and Exemptions	\$ (1,643,500)	\$ (1,284,480)	78.16%	\$ (2,732,000)	\$ (1,850,109)	\$ (881,891)	67.72%
Total Allowances and Discounts	\$ (1,671,000)	\$ (1,284,480)	76.87%	\$ (2,764,500)	\$ (1,850,109)	\$ (914,391)	66.92%
Additional Operating Revenues							
Federal Grants and Contracts (Operating)	\$ 1,431,472	\$ 614,558	42.93%	\$ 1,226,855	\$ 342,986	\$ 883,869	27.96%
State Grants and Contracts	\$ 258,402	\$ 107,213	41.49%	\$ 200,495	\$ 42,211	\$ 158,284	21.05%
Non-Governmental Grants	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Local Grants & Contracts	\$ 4,236,000	\$ 900,259	21.25%	\$ 4,566,700	\$ 1,632,024	\$ 2,934,676	35.74%
Sales & Services of Educational Activities	\$ 43,000	\$ 17,022	39.59%	\$ 43,000	\$ 16,811	\$ 26,189	39.10%
Investment income - Program Restricted	\$ 44,750	\$ 47,075	105.19%	\$ 95,000	\$ 43,457	\$ 51,543	45.74%
Other Operating Revenues	\$ 913,112	\$ 262,921	28.79%	\$ 665,000	\$ 258,509	\$ 406,491	38.87%
Total Additional Operating Revenues	\$ 6,926,736	\$ 1,949,048	28.14%	\$ 6,797,050	\$ 2,335,998	\$ 4,461,052	34.37%
Auxiliary Income							
Bookstore	\$ 167,366	\$ 12,552	7.50%	\$ 138,833	\$ 10,413	\$ 128,420	7.50%
Cafeteria	\$ 715,000	\$ 703,385	98.38%	\$ 745,000	\$ 805,648	\$ (60,648)	108.14%
Dormitory	\$ 1,234,185	\$ 1,087,067	88.08%	\$ 1,250,585	\$ 1,192,380	\$ 58,205	95.35%
Golf Course	\$ -	\$ -	#DIV/0!	\$ -	\$ 236,496	\$ (236,496)	#DIV/0!
Student Services	\$ 218,000	\$ 156,510	71.79%	\$ 215,000	\$ 159,130	\$ 55,870	74.01%
Carter Agricultural Center	\$ 25,600	\$ 16,449	64.25%	\$ 55,000	\$ 21,074	\$ 33,926	38.32%
Total Auxiliary Enterprises	\$ 2,360,151	\$ 1,975,963	83.72%	\$ 2,404,418	\$ 2,425,140	\$ (20,722)	100.86%
Total Operating Revenues	\$ 28,293,896	\$ 19,839,585	70.12%	\$ 29,619,283	\$ 22,634,856	\$ 6,984,427	76.42%
Non-Operating Revenues							
State Appropriations							
Education and General State Support	\$ 8,925,333	\$ 3,837,890	43.00%	\$ 9,682,488	\$ 4,841,244	\$ 4,841,244	50.00%
State Group Insurance	\$ -	\$ 581,903	#DIV/0!	\$ -	\$ 564,119	\$ (564,119)	#DIV/0!
State Retirement Matching	\$ -	\$ 187,000	#DIV/0!	\$ -	\$ 269,437	\$ (269,437)	#DIV/0!
State Appropriations-Other	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Professional Nursing Shortage Reduction	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Total State Appropriations	\$ 8,925,333	\$ 4,606,793	51.61%	\$ 9,682,488	\$ 5,674,800	\$ 4,007,688	58.61%
Maintenance Ad Valorem Taxes-Parker County	\$ 22,627,920	\$ 4,133,355	18.27%	\$ 25,851,835	\$ 3,928,301	\$ 21,923,534	15.20%
Debt Service Ad Valorem Taxes	\$ -	\$ 4,051	#DIV/0!	\$ -	\$ 1,467	\$ (1,467)	#DIV/0!
Federal Grants and Contracts (Non-Operating)	\$ 9,122,799	\$ 3,001,257	32.90%	\$ 6,855,000	\$ 3,583,098	\$ 3,271,902	52.27%
Lost Revenue Reimbursement	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Gifts	\$ 176,658	\$ 48,041	27.19%	\$ 57,500	\$ 10,087,075	\$ (10,029,575)	17542.74%
Investment Income	\$ 100,000	\$ 111,423	111.42%	\$ 500,000	\$ 301,632	\$ 198,368	60.33%
Unrealized Gain on Mineral Rights	\$ -	\$ 121,090	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Unrealized Gain on Carter Ag	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Contributions in Aid of Construction	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Total Non-Operating Revenue	\$ 40,952,710	\$ 7,419,217	18.12%	\$ 42,946,823	\$ 23,576,373	\$ 19,370,450	54.90%
Budgeted Transfers	\$ 416,001	\$ -		\$ 1,676,700	\$ -	\$ 1,676,700	
TOTAL	\$ 69,662,607	\$ 31,865,595	45.74%	\$ 74,242,806	\$ 46,211,229	\$ 28,031,577	62.24%

WEATHERFORD COLLEGE
STATEMENT OF EXPENDITURES
December 31, 2023

	2022-2023			2023-2024			
	Amended Budget	Expended 12/31/2022	% of Budget	Amended Budget	Expended 12/31/2023	Balance	% of Budget
Operating Expenses							
Unrestricted							
Instruction	\$ 16,905,628	\$ 6,161,202	36.44%	\$ 18,485,182	\$ 6,349,062	\$ 12,136,120	34.35%
Public Service	\$ 337,325	\$ 119,966	35.56%	\$ 359,752	\$ 109,337	\$ 250,415	30.39%
Academic Support	\$ 4,041,539	\$ 1,291,026	31.94%	\$ 4,273,494	\$ 1,307,264	\$ 2,966,230	30.59%
Student Services	\$ 2,552,652	\$ 738,745	28.94%	\$ 2,631,348	\$ 759,468	\$ 1,871,880	28.86%
Institutional Support	\$ 11,700,236	\$ 3,156,888	26.98%	\$ 12,256,513	\$ 3,378,889	\$ 8,877,624	27.57%
Operation & Maint. of Plant	\$ 9,387,158	\$ 1,372,378	14.62%	\$ 10,983,455	\$ 1,662,733	\$ 9,320,722	15.14%
Scholarships and Fellowships	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Staff Benefits	\$ 650,000	\$ 257,203	39.57%	\$ 700,000	\$ 332,748	\$ 367,252	47.54%
Total Unrestricted Educational Activities	\$ 45,574,538	\$ 13,097,408	28.74%	\$ 49,689,744	\$ 13,899,501	\$ 35,790,243	27.97%
Restricted							
Instruction	\$ 154,127	\$ 27,054	17.55%	\$ 52,900	\$ 32,584	\$ 20,316	61.60%
Public Service	\$ 6,000	\$ 3,864	64.40%	\$ 6,000	\$ 2,516	\$ 3,484	41.93%
Academic Support	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Student Services	\$ 2,971,499	\$ 480,814	16.18%	\$ 930,727	\$ 244,468	\$ 686,259	26.27%
Institutional Support	\$ 6,245	\$ 968	15.51%	\$ 6,245	\$ 337	\$ 5,908	5.40%
Operation & Maint. of Plant	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Scholarships and Fellowships	\$ 9,676,141	\$ 4,366,946	45.13%	\$ 10,473,578	\$ 5,075,053	\$ 5,398,525	48.46%
Staff Benefits	\$ -	\$ 768,903	#DIV/0!	\$ -	\$ 833,556	\$ (833,556)	#DIV/0!
Total Restricted Educational Activities	\$ 12,814,012	\$ 5,648,550	44.08%	\$ 11,469,450	\$ 6,188,514	\$ 5,280,936	53.96%
Total Educational Activities	\$ 58,388,550	\$ 18,745,957	32.11%	\$ 61,159,194	\$ 20,088,014	\$ 41,071,180	32.85%
Auxiliary Enterprises	\$ 4,094,481	\$ 1,218,236	29.75%	\$ 4,592,406	\$ 1,600,278	\$ 2,992,128	34.85%
Depreciation Expense - Buildings and and Land Improvements	\$ 1,203,924	\$ 489,456	40.66%	\$ 1,436,542	\$ 547,157	\$ 889,385	38.09%
Depreciation Expense - Furniture, Machinery, Vehicles, and Other Equipment	\$ 675,348	\$ 227,100	33.63%	\$ 645,258	\$ 253,301	\$ 391,957	39.26%
Amortization Expense - Right of Use Asset and Subscription Based IT Arrangements	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Total Operating Expenses	\$ 64,362,303	\$ 20,680,749	32.13%	\$ 67,833,400	\$ 22,488,750	\$ 45,344,650	33.15%
Non-Operating Expenses							
Expenses on Capital Related Debt	\$ 2,141,819	\$ (3,573)	-0.17%	\$ 1,933,308	\$ 917,056	\$ 1,016,252	47.43%
Gain/Loss on Disposal of Fixed Assets	\$ (25,000)	\$ (1,225)	4.90%	\$ (25,000)	\$ -	\$ (25,000)	0.00%
Other non-operating expense	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Other Uses of Cash							
Principal on Capital Related Debt	\$ 1,693,450	\$ 133,983	7.91%	\$ 1,902,896	\$ 141,105	\$ 1,761,791	7.42%
Capital Outlay (Non-Construction)	\$ 1,002,738	\$ 78,014	7.78%	\$ 2,596,138	\$ 137,761	\$ 2,458,377	5.31%
TOTAL	\$ 69,175,310	\$ 20,887,948	30.20%	\$ 74,240,742	\$ 23,684,673	\$ 50,556,069	31.90%



**Weatherford College Board of Trustees
Consent Agenda**

DATE: January 11, 2024

AGENDA ITEM #4.c.

SUBJECT: Disposal of Obsolete and Surplus Items Through E-waste Recycling & Online Auction

INFORMATION AND DISCUSSION: According to the Weatherford College Purchasing Policy 16.21 Means of Disbursement, items determined to be obsolete, surplus or unusable shall be disposed of in one of the following manners:

- Disposal through public sale/auction
- Sale through bid process
- Sale to salvage companies
- Placement in trash
- E-waste recycling

Authorization to dispose of items through the above means requires approval from the Board of Trustees before disposal. Attached are the lists and pictures of recommended obsolete and surplus items to be disposed of by e-waste recycling with United Electronic Recycling, LLC through our interlocal cooperative contract with the City of Plano as well as items to be placed for sale in an online auction with Lone Star Auctioneers through our interlocal cooperative with TASB Buyboard Contract #708-23. Jeanie Hobbs, Director of Purchasing, recommends disposal of the obsolete and surplus items as requested.

RECOMMENDATION: That the Board of Trustees authorize disposal of obsolete and surplus items as presented.

ATTACHMENTS: Weatherford College Obsolete and Surplus Items Lists and Pictures

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice-President of Financial & Administrative Services

INV #	DATE	NVENDOR	PO #	ACCT.#	DEPT	DESCRIPTION	DETAILED DESCRIPTION	MAKE/MANUFACTURER	MODEL #	SERIAL #	FAC	BLDG	ROOM	SEGMENT	#54950	
24431	10/20/14	DELL USA	50952	10-1-1110	10-1-1120	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	5JNWN22	EC	BUSI	RECYCLE	L. SIMONS	\$753.17	
23533	11/23/09	DELL USA	00964	10-1-1120	10-1-1120	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 760	FMZJ3L1	EC	BUSI	RECYCLE	S. EDWARDS	\$826.00	
25272	10/25/10	DELL USA	11084	10-1-1120	10-1-1510	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 780	FG992P1	EC	JKBN	RECYCLE	TESTING CENTER	\$828.05	
24406	09/30/14	DELL USA	50621	10-1-1120	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	1R3KM22	EC	LIBR	RECYCLE		\$990.16	
24168	01/12/16	DELL USA	61859	10-1-1125	10-1-1125	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	6V7W282	EC	BUSI	RECYCLE	J. HOBBS	\$656.83	
24168	02/09/16	DELL USA	62164	10-1-1125	10-1-1125	COMPUTERS AND EQUIPMENT	MONITOR	DELL USA	22" MONITOR		EC	BUSI	RECYCLE	ADD-ON PO 61859	\$160.00	
24846	07/26/16	DELL USA	64308	10-1-1125	10-1-1125	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	2J4RPD2	EC	BUSI	RECYCLE		\$645.73	
22088	7/15/08	DELL USA	84209	10-1-1140	10-1-6000	COMPUTERS AND EQUIPMENT	Desktop	DELL USA	OptiPlex 755	6Q1WRG1	EC	LIBR	RECYCLE		\$735.00	
26098	03/28/12	Dell	22595	10-1-1140	10-1-1140	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	Optiplex 790	6SRWLS1	WC	ECMW	RECYCLE		\$964.80	
26099	03/28/12	Dell	22595	10-1-1140	10-1-1140	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	Optiplex 790	6SRXLS1	WC	ECMW	RECYCLE		\$964.80	
24832	06/08/16	APPLE INC	63969	10-1-1140	10-1-1140	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	IMAC	C02R92DLGG7J	WC	704	RECYCLE	J. COLTON	\$1,655.00	
25394	07/12/11	EPLUS TECHNOLOGY	14424	10-1-1143	10-1-2030	COMPUTERS AND EQUIPMENT	ROUTER	CISCO	2801	FGL153110WY	SC	ECGB	RECYCLE		\$3,187.20	
25427	08/24/11	EPLUS TECHNOLOGY	14853	10-1-1143	10-1-2030	COMPUTERS AND EQUIPMENT	SWITCH	CISCO	VVIC2-2MFT-1	FOC15192NFR	SC	ECGB	RECYCLE		\$1,200.00	
25898	09/04/13	APPLE INC	34505	10-1-1150	10-1-1150	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	IMAC	C02L165YDNCR	EC	MINCE	RECYCLE	B. KEY	\$1,195.00	
26943	01/21/17	APPLE INC	71983	10-1-1150	10-1-1150	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	MAC MINI	C077309FG1J2	EC	MINCE	RECYCLE		\$1,103.00	
22519	12/12/08	EPLUS TECHNOLOGY	91602	10-1-1200	10-1-1140	COMPUTERS AND EQUIPMENT	SWITCH	CISCO	2801	FTX1242Y0FT	WC	704	RECYCLE	NETWORK RACK	\$3,237.00	
22520	12/12/08	EPLUS TECHNOLOGY	91602	10-1-1200	10-2-2030	COMPUTERS AND EQUIPMENT	SWITCH	CISCO	2801	FTX1242Z08K	NC	WCWC	RECYCLE		\$3,237.00	
25265	10/25/10	DELL USA	11083	10-1-1500	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 780	DN792P1	EC	LIBR	RECYCLE		\$828.05	
25981	11/21/13	DELL USA	41483	10-1-1510	10-1-1510	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	8XS2B21	EC	JKBN	RECYCLE	R. SPIKES	\$789.58	
24533	05/18/15	DELL USA	53157	10-1-1510	10-1-1510	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	4FWRD42	EC	JKBN	RECYCLE	TESTING CENTER	\$677.08	
21652	11/7/06	SIGNWAREHOUSE	70918	10-1-2010	10-1-2030	OFFICE EQUIPMENT/MACHINES	ENGRAVER	ROLAND	EGX20	ZU62884	EC	TECH	RECYCLE		\$2,150.72	
26503	07/10/12	Dell	23980	10-1-2010	10-1-6010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DLYG6V1	EC	TECH	RECYCLE	CLOSET	\$817.00	
26513	07/10/12	Dell	23980	10-1-2010	10-1-6010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DLZ86V1	EC	TECH	RECYCLE	CLOSET	\$817.00	
26514	07/10/12	Dell	23980	10-1-2010	10-1-6010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DMOJ6V1	EC	TECH	RECYCLE	CLOSET	\$817.00	
26515	07/10/12	Dell	23980	10-1-2010	10-1-6010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DM166V1	EC	TECH	RECYCLE	CLOSET	\$817.00	
26517	07/10/12	Dell	23980	10-1-2010	10-1-6010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DLZF6V1	EC	TECH	RECYCLE	CLOSET	\$817.00	
21818	9/6/08	APPLE INC	74742	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	LAPTOP	APPLE	IMAC 24"	W87360GUZCT	EC	TECH	RECYCLE	K. SMITH	\$2,953.00	
21929	1/9/08	APPLE INC	81843	10-1-2030	10-1-1510	COMPUTERS AND EQUIPMENT	MONITOR	APPLE	30" HD	CY7470QXXMP	EC	JKBN	RECYCLE	TESTING CENTER	\$1,599.00	
21948	1/14/08	DELL USA	81990	10-1-2030	10-2-2030	COMPUTERS AND EQUIPMENT	DESKTOP	Dell USA	OPTIPLEX 755	1V68GF1	NC	WCWC	RECYCLE		\$1,694.60	
22350	7/11/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	CATALYST	CISCO	3650-E POE-48	FD01226V0DK	EC	BUSI	RECYCLE		\$5,176.24	
22356	7/11/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	CATALYST	CISCO	3650-E POE-48	FD01224V08N	EC	LIBR	RECYCLE		\$5,176.24	
22364	7/11/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	CATALYST	CISCO	3650-E POE-24	FD01226V0EC	EC	LART	RECYCLE		\$2,930.61	
22366	7/11/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	CATALYST	CISCO	3650-E POE-24	FD01224V0C4	EC	GYMN	RECYCLE		\$2,930.61	
22367	7/11/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	CATALYST	CISCO	3650-E POE-24	FD01224V08C	EC	LART	RECYCLE		\$2,930.61	
22379	7/11/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	CATALYST	CISCO	3650-E POE-48	FD01226V0DX	EC	CV	RECYCLE		\$5,176.24	
22390	8/7/08	EPLUS TECHNOLOGY	83989	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	LOCATION APPLIANCE	CISCO	2700	QCN1226008J	EC	TECH	RECYCLE		\$5,025.86	
22720	09/01/09	DELL USA	00038	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	Dell USA	OPTIPLEX 760	47N6VK1	NC	WCWF	RECYCLE	D. CAPRON	\$740.34	
22828	12/16/09	DELL USA	01990	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	KVM SWITCH	Dell USA	KX2-108	HKG9B00049	EC	TECH	RECYCLE		\$1,284.23	
22829	12/16/09	EPLUS TECHNOLOGY	01972	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	SWITCH	CAT	CAT3750 48PT	FOC1351W0L7	EC	TECH	RECYCLE		\$8,641.91	
22830	12/16/09	EPLUS TECHNOLOGY	09172	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	SWITCH	CISCO	CAT3750 48PT	FOC1351W0J3	EC	TECH	RECYCLE		\$8,641.91	
25426	08/11/11	EPLUS TECHNOLOGY	14786	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	INTERFACE CARD	Cisco	73-8484-05B0	FOC15192MDS	WC	ECMW	RECYCLE	NETWORK	\$1,200.00	
26496	08/03/12	Eplus	23590	10-1-2030	10-1-1140	COMPUTERS AND EQUIPMENT	SWITCH	CISCO SYSTEMS	3560X	FD016151KE	WC	704	RECYCLE	NETWORK RACK	\$6,300.00	
25997	01/17/14	DELL USA	41488	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	3LGDZ1	EC	TECH	RECYCLE	G. SHRADER	\$1,099.56	
24171	06/10/14	DELL USA	43691	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	HW2DM02	EC	TECH	RECYCLE	J. WYATT	\$951.04	
24172	06/10/14	DELL USA	43691	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	J1CM002	EC	TECH	RECYCLE	101A3	\$951.04	
24443	11/03/14	DELL USA	51104	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	7CBSP22	EC	TECH	RECYCLE	C. RODRIGUEZ	\$999.99	
24400	09/18/14	DELL USA	50338	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	6L1XM22	EC	TECH	RECYCLE	G. CHESNEY	\$990.16	
24546	07/20/15	DELL USA	53760	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	44TXS52	EC	TECH	RECYCLE	K. SMITH	\$732.38	
24742	02/17/16	DELL USA	62132	10-1-2030	10-1-2030	COMPUTERS AND EQUIPMENT	LAPTOP	DELL	LATITUDE RUGGED	3DRRNY1	EC	TECH	RECYCLE		\$1,680.85	
25958	11/04/13	APPLE INC	41315	10-1-2060	10-1-2060	COMPUTERS AND EQUIPMENT	LAPTOP	APPLE INC	MACBOOK AIR 13.3	SC02LM2STF6T6	EC	TECH	RECYCLE	L. COODY	\$1,333.00	
22442	9/26/08	MOTOROLA INC.	84806B	10-1-2075	10-1-2075	AUDIO VISUAL EQUIPMENT	MOBILE RADIOS	MOTOROLA	XLT1500	726CJT1622	EC	AGRI	RECYCLE		\$2,286.08	
22447	9/26/08	MOTOROLA INC.	84806B	10-1-2075	10-1-2075	AUDIO VISUAL EQUIPMENT	MOBILE RADIOS	MOTOROLA	XTS1500	687CJT2834	EC	AGRI	RECYCLE		\$1,446.60	
22448	9/26/08	MOTOROLA INC.	84806B	10-1-2075	10-1-2075	AUDIO VISUAL EQUIPMENT	MOBILE RADIOS	MOTOROLA	XTS1500	687CJT2827	EC	AGRI	RECYCLE		\$1,446.60	

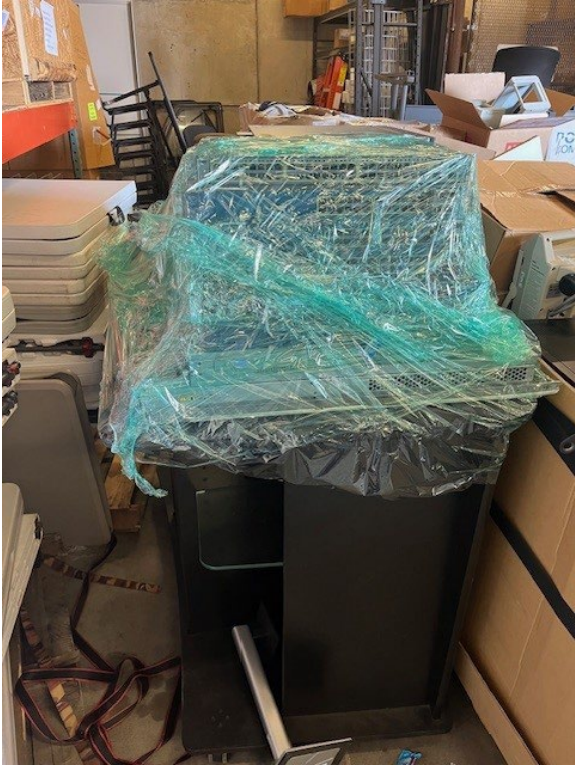
INV #	DATE	NVENDOR	PO #	ACCT.#	DEPT	DESCRIPTION	DETAILED DESCRIPTION	MAKE/MANUFACTURER	MODEL #	SERIAL #	FAC	BLDG	ROOM	SEGMENT	#54950
22449	9/26/08	MOTOROLA INC.	84806B	10-1-2075	10-1-2075	AUDIO VISUAL EQUIPMENT	MOBILE RADIOS	MOTOROLA	XTS1500	687CJT2830	EC	AGRI	RECYCLE		\$1,446.60
24401	09/18/14	DELL USA	50525	10-1-2075	10-1-2075	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	556QR12	EC	AGRI	RECYCLE	B. COOPER	\$863.63
24686	09/28/15	DELL USA	60676	10-1-2075	10-1-2075	COMPUTERS AND EQUIPMENT	DESKTOP	DELL	9020	6NQPW52	EC	AGRI	RECYCLE	N. MULANAX	\$916.41
25400	07/19/11	HERRING BANK	14481	10-1-2077	10-1-2077	COMPUTERS AND EQUIPMENT	ASS., CAMERA, CART				EC	COUTS	RECYCLE		\$500.00
25875	08/29/13	DELL USA	34474	10-1-4100	10-1-4100	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	66K39Y1	EC	LART	RECYCLE	D. ALEXANDER	\$1,003.10
24113	04/04/14	DELL USA	42836	10-1-4100	10-1-4100	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	H6R5K02	EC	LART	RECYCLE		\$744.84
25172	08/26/10	SKC	10067A	10-1-4102	10-1-4102	AUDIO VISUAL EQUIPMENT	CODEC	TANBERG	C-60	F1AD19C00044	EC	TECH	RECYCLE	Sam Coody	\$58,318.84
26877	11/01/12	APPLE INC	31269	10-1-4107	10-1-6020	COMPUTERS AND EQUIPMENT	DESKTOP MINI PC	APPLE INC	MAC MINI	C07JF862DWYL	EC	ACAD	RECYCLE		\$551.00
26944	01/25/17	APPLE INC	72028A	10-1-4108	10-1-4108	COMPUTERS AND EQUIPMENT	LAPTOP	APPLE INC	MACPRO 13"	C02T28UFFVH3	EC	LART	RECYCLE	S. LOCK	\$1,181.00
20033	02/28/02	TRIARCH INC	22725	10-1-4110	10-1-4110	MICROSCOPES	MONOCULAR W/ MECH STAGE (4X,10X,40X,100X)	SWIFT	M3505DF-4X WITH	195969	EC	ACAD	RECYCLE		\$645.00
20972	01/25/05	BIO SUPPLY C. V.	51894	10-1-4110	10-1-4110	MICROSCOPES	MONOCULAR W/ MECH STAGE (4X,10X,40X,100X)	SWIFT	M3500	492344	EC	ACAD	RECYCLE		\$675.00
26142	05/24/12	Aves Audio	23441	10-1-4112	10-1-4160	AUDIO VISUAL EQUIPMENT	DOCUMENT CAMERA	ELMO	TT-12	1204720	EC	ACAD	RECYCLE		\$555.90
24831	05/25/16	APPLE INC	63914	10-1-4135	10-1-4135	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	MAC MINI	C07R83EEG1HW	EC	FINE	RECYCLE		\$643.00
24855	08/15/16	APPLE INC	64595	10-1-4135	10-1-4135	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	MAC MINI	C07RW185G1HW	EC	FINE	RECYCLE		\$643.00
22815	11/30/09	B & H PHOTO VIDEO	01585	10-1-4137	10-1-6020	PHOTOGRAPHY EQUIPMENT	70-200MM LENS	CANON	ISEF	591945	EC	LIBR	RECYCLE		\$1,749.95
22237	7/15/08	DELL USA	84209	10-1-4154	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	62CVRG1	EC	LIBR	RECYCLE		\$735.00
22238	7/15/08	DELL USA	84209	10-1-4154	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	5WCVRG1	EC	LIBR	RECYCLE		\$735.00
22248	7/15/08	DELL USA	84209	10-1-4154	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	6VCVRG1	EC	LIBR	RECYCLE		\$735.00
22258	7/15/08	DELL USA	84209	10-1-4154	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	BF9VRG1	EC	LIBR	RECYCLE		\$735.00
22287	7/15/08	DELL USA	84209	10-1-4154	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	6D9VRG1	EC	LIBR	RECYCLE		\$735.00
22292	7/15/08	DELL USA	84209	10-1-4154	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	3D9VRG1	EC	LIBR	RECYCLE		\$735.00
25395	10/06/11	Dell	20473	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 780	6VLJR1	EC	LART	RECYCLE		\$809.25
26492	08/15/12	Dell	24307	10-1-4154	10-1-4145	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	18978V1	EC	LART	RECYCLE		\$897.80
25719	02/04/13	DELL USA	32246	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	8KG3RW1	EC	LART	RECYCLE	SUCCESS CONNEC	\$877.33
25821	05/29/13	DELL USA	33561	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	JXG1FX1	EC	LART	RECYCLE	SUCCESS CONNEC	\$937.79
25818	07/15/13	DELL USA	34024	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	6SBR6Y1	EC	LART	RECYCLE	SUCCESS CONNEC	\$938.20
25929	10/24/13	DELL USA	41116	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	F61F821	EC	LART	RECYCLE		\$974.32
24120	04/28/14	DELL USA	43158	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	8MXFL02	EC	LART	RECYCLE	SUCCESS CONNEC	\$956.18
24121	04/28/14	DELL USA	43158	10-1-4154	10-1-4154	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	8MXDL02	EC	LART	RECYCLE	SUCCESS CONNEC	\$956.18
24451	10/24/14	EXTRON	51077	10-1-4160	10-1-4160	AUDIO VISUAL EQUIPMENT	A/V SWITCH	EXTRON	MLC 226 IP AAP	A113HK8	EC	TECH	RECYCLE		\$3,025.28
24500	02/26/15	TROXELL	51214	10-1-4160	10-1-4160	AUDIO VISUAL EQUIPMENT	LCD PROJECTOR	NEC	UM330W	4700262FC	EC	TECH	RECYCLE		\$1,195.00
24850	08/16/16	APPLE INC	64492	10-1-4160	10-1-4160	COMPUTERS AND EQUIPMENT	LAPTOP	APPLE INC	MAC BOOK PRO 15	C02S1A8TG8WN	EC	FACL	RECYCLE	D. BURRUS	\$1,817.00
21740	5/7/07	SARGENT WELCH	73382	10-1-4170	10-1-4110	MICROSCOPES	COMPOUND MICROSCOPE	KEN A VISION	T1922C	1922C0207205R	EC	ACAD	RECYCLE		\$1,696.17
21972	12/14/08	WARD'S NATURAL SCIENCE	81641	10-1-4170	10-1-4110	MICROSCOPES	COMPARISON MICROSCOPE, CORDLESS	KEN O VISION	T-1922C	1922C0807320R	EC	ACAD	RECYCLE		\$1,895.25
24748	02/17/16	TROXELL	62166	10-1-4180	10-10-12810	AUDIO VISUAL EQUIPMENT	PROJECTOR	NEC	NP-M363W	5V00059RA	EC	FARM S	RECYCLE		\$843.19
25217	05/11/10	AVES AUDIO VISUAL	04137	10-1-4190	10-1-6020	AUDIO VISUAL EQUIPMENT	AVR SCALER	KRAMER	VP-724XL	12096161700107	EC	BUSI	RECYCLE		\$832.00
26454	07/24/12	CTS	23437	10-1-4190	10-1-6020	AUDIO VISUAL EQUIPMENT	LCD PROJECTOR	NEC	M300WS	2600311UG	WC	701	RECYCLE	AUCTION	\$849.00
25192	05/27/10	AVES AUDIO VISUAL	04274	10-1-4194	10-1-4194	AUDIO VISUAL EQUIPMENT	DOCUMENT CAMERA	AVERMEDIA	SPB370	5622509030P	EC	MINCE	RECYCLE		\$1,471.00
25867	08/22/13	APPLE INC	34424	10-1-4194	10-1-4194	COMPUTERS AND EQUIPMENT	LAPTOP	APPLE INC	MACBOOK PRO 13"	C1ML7B7PDV30	EC	TECH	RECYCLE	W. SMITH	\$1,126.00
24115	04/21/14	APPLE INC	43090	10-1-4194	10-1-4194	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	IMAC 21.5"	SC02M91L8F8J3	EC	TECH	RECYCLE	B. BLACK	\$1,379.00
24440	10/29/14	DELL USA	51063	10-1-4194	10-1-4194	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	F9VDP22	EC	TECH	RECYCLE		\$859.41
25934	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ51CY1	EC	TECH	RECYCLE		\$784.80
25935	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ63CY1	EC	TECH	RECYCLE		\$784.80
25936	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ53CY1	EC	TECH	RECYCLE		\$784.80
25938	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ13CY1	EC	TECH	RECYCLE		\$784.80
25940	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ31CY1	EC	TECH	RECYCLE		\$784.80
25941	10/09/13	DELL USA	40929	10-1-5122	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ11CY1	EC	TECH	RECYCLE		\$784.80
25943	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ32CY1	EC	TECH	RECYCLE		\$784.80
25952	10/09/13	DELL USA	40929	10-1-5122	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ22CY1	EC	TECH	RECYCLE		\$784.80
25954	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ50CY1	EC	TECH	RECYCLE		\$784.80
25955	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ41CY1	EC	TECH	RECYCLE		\$784.80

INV #	DATE	NVENDOR	PO #	ACCT.#	DEPT	DESCRIPTION	DETAILED DESCRIPTION	MAKE/MANUFACTURER	MODEL #	SERIAL #	FAC	BLDG	ROOM	SEGMENT	#54950
25956	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ30CY1	EC	TECH	RECYCLE		\$784.80
25957	10/09/13	DELL USA	40929	10-1-5122	10-1-5122	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	FQ40CY1	EC	TECH	RECYCLE		\$784.80
21741	5/9/07	SARGENT WELCH	73417	10-1-5135	10-1-4110	MICROSCOPES	Comparison Microscope, cordless	KEN A VISION	T1922C	1922C0207200R	EC	ACAD	RECYCLE		\$1,696.17
22106	7/15/08	DELL USA	84209	10-1-5140	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 755	DN1WRG1	EC	LIBR	RECYCLE	B3	\$735.00
24238	08/14/14	DELL USA	44156	10-1-5140	10-1-5140	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	9CMKX12	EC	BUSI	RECYCLE	K. LONG	\$713.13
24936	09/26/16	APPLE INC	70779	10-1-5140	10-1-5140	COMPUTERS AND EQUIPMENT	LAPTOP	APPLE INC	MACBOOK PRO 15	CO2SG8MTG8WN	EC	BUSI	RECYCLE	T. TREADWAY	\$1,578.00
24288	02/26/14	B & H PHOTO VIDEO	42410	10-1-5142	10-1-5142	AUDIO VISUAL EQUIPMENT	WIRELESS TRANSMITTER	WILLIAMS SOUND	T27	A07593	EC	HLSC	RECYCLE		\$670.50
25375	01/04/11	AVES AUDIO VISUAL	11754	10-1-5143	10-1-6020	AUDIO VISUAL EQUIPMENT	DOCUMENT CAMERA	ELMO	HV-5100XG	580589	EC	JKBN	RECYCLE		\$1,907.00
24439	10/29/14	DELL USA	51027	10-1-5148	10-1-5148	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	GYRBP22	EC	HLSC	RECYCLE		\$909.08
23675	10/29/09	DELL USA	00733	10-1-5300	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 760	GB8C3L1	EC	TECH	RECYCLE	LOANER	\$826.00
23677	10/29/09	DELL USA	00733	10-1-5300	10-2-2030	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 760	BB8C3L1	NC	WCWC	RECYCLE		\$826.00
24691	09/30/15	DELL USA	60783	10-1-5300	10-1-5300	COMPUTERS AND EQUIPMENT	DESKTOP	DELL	PRECISION T1700	CJ8LW52	EC	LART	RECYCLE		\$1,374.01
21132	07/29/05	KUSTOM SIGNALS	53942	10-1-5310	10-1-2075	LAW ENFORCEMENT EQUIPMENT	RADAR UNIT	DOPPLER	PRO-1000	DS21230	WC	704	RECYCLE		\$839.00
21015	04/22/05	B & H PHOTO VIDEO	53107	10-1-6000	10-1-6020	RECORD PLAYERS CD/TAPE	RECORDER / CDR	TASCAM	CC222MK2	80514	EC	LIBR	RECYCLE		\$699.00
22045	5/5/08	DELL USA	83406	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	755 USFF	BKW67G1	EC	LIBR	RECYCLE		\$1,025.00
22050	5/5/08	DELL USA	83406	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	755 USFF	2LW67G1	EC	LIBR	RECYCLE		\$1,025.00
23518	12/04/09	DELL USA	01033	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 760	6FZJ3L1	EC	LIBR	RECYCLE		\$826.00
25007	09/27/10	COMPUTERLAND TEXAS	10529	10-1-6000	10-1-1130	AUDIO VISUAL EQUIPMENT	LCD PROJECTOR	NEC	NP510W	0700212FF	EC	TECH	RECYCLE		\$880.00
25740	02/20/13	DELL USA	32234	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	FXZXRW1	EC	LIBR	RECYCLE		\$618.00
24166	12/08/15	DELL USA	61556	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	2BJH182	EC	LIBR	RECYCLE	STUDENT PC	\$780.93
24167	01/05/16	DELL USA	61818	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	7HD4282	EC	LIBR	RECYCLE	STUDENT PC	\$778.98
24845	07/26/16	DELL USA	64321	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	2JHLPD2	EC	LIBR	RECYCLE		\$773.86
24734	11/24/15	DELL USA	61508	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	1RX2082	EC	LIBR	RECYCLE	STUDENT PC	\$778.98
24735	11/24/15	DELL USA	61508	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	1RX082	EC	LIBR	RECYCLE	STUDENT PC	\$778.98
24736	11/24/15	DELL USA	61508	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	1RX0182	EC	LIBR	RECYCLE	STUDENT PC	\$778.98
24737	11/24/15	DELL USA	61508	10-1-6000	10-1-6000	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	1RX082	EC	LIBR	RECYCLE	STUDENT PC	\$778.98
27095	06/05/12	DELL USA	23614	10-2-1500	10-2-1500	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	5HFC4V1	NC	WCWC	RECYCLE		\$817.00
26544	07/03/12	SCHOOLHOUSE AUDIO VISUAL	23205	10-2-2010	10-2-2010	ELECTRONIC EQUIPMENT	42" TV	SHARP	42SV50U	2040818840	NC	WCWC	RECYCLE		\$878.02
27102	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSJ64V1	NC	WCWC	RECYCLE		\$817.00
27104	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	4FCR7V1	NC	WCWC	RECYCLE		\$817.00
27106	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	4FCN7V1	NC	WCWC	RECYCLE		\$817.00
27107	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	3L464V1	NC	WCWC	RECYCLE		\$817.00
27108	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	4FDD7V1	NC	WCWC	RECYCLE		\$817.00
27110	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	5HJ84V1	NC	WCWC	RECYCLE		\$817.00
27111	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	5HD64V1	NC	WCWC	RECYCLE		\$817.00
27112	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	5HH44V1	NC	WCWC	RECYCLE		\$817.00
27113	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	5HH94V1	NC	WCWC	RECYCLE		\$817.00
27117	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSHB4V1	NC	WCWC	RECYCLE		\$817.00
27118	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSP44V1	NC	WCWC	RECYCLE		\$817.00
27129	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSH84V1	NC	WCWC	RECYCLE		\$817.00
27128	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSHC4V1	NC	WCWC	RECYCLE		\$817.00
27127	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSH64V1	NC	WCWC	RECYCLE		\$817.00
27126	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSK44V1	NC	WCWC	RECYCLE		\$817.00
27125	07/03/12	DELL USA	23597	10-2-2010	10-2-2010	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	DSG54V1	NC	WCWC	RECYCLE		\$817.00
26745	06/28/12	EPLUS TECHNOLOGY	23550	10-2-2030	10-2-2030	COMPUTERS AND EQUIPMENT	SWITCH	CISCO SYSTEMS	3560X	FDO1444K1H2	NC	WCWC	RECYCLE		\$6,300.00
26746	06/28/12	EPLUS TECHNOLOGY	23550	10-2-2030	10-2-2030	COMPUTERS AND EQUIPMENT	SWITCH	CISCO SYSTEMS	3560X	FDO1536U1GO	NC	WCWC	RECYCLE		\$6,300.00
26167	06/19/12	DELL USA	23674	10-2-2075	10-2-2075	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 790	6KLQ4V1	NC	WCWC	RECYCLE		\$817.00
26291	07/05/12	DELL USA	23889	10-2-2075	10-2-2075	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	5PT55V1	NC	WCWC	RECYCLE	Security Cam	\$996.96
24331	03/18/14	CAROLINA BIOLOGICAL	42631	10-2-4210	10-2-4210	MICROSCOPES	BINOCULAR MICROSCOPE	LEICA	DM300	B140142279VW0005	NC	WCWC	RECYCLE	10B	\$735.00
26417	07/11/12	CTS	23507	10-2-4220	10-2-4220	COMPUTERS AND EQUIPMENT	LCD PROJECTOR	NEC	M300WS	2500368UF	NC	WCWC	RECYCLE		\$849.00
26359	07/12/12	Scantron	23926	10-2-5148	10-2-5148	MISC EQUIPMENT	SCANTRON MACHINE	SCANTRON CORP	SCAN 10x0	5802974	NC	WCWC	RECYCLE	Work Room	\$6,115.00
26357	06/15/12	Bretford	23544	10-2-5400	10-2-5400	COMPUTERS AND EQUIPMENT	LAPTOP CART	BRETFORD MANUFACTURING	PC CART (24 LAPTOPS)		NC	WCWF	RECYCLE		\$1,537.21

INV #	DATE	NVENDOR	PO #	ACCT.#	DEPT	DESCRIPTION	DETAILED DESCRIPTION	MAKE/MANUFACTURER	MODEL #	SERIAL #	FAC	BLDG	ROOM	SEGMENT	#54950
26216	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNEQTDHJF	NC	WCWC	RECYCLE		\$1,149.00
26217	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNETFDHJF	NC	WCWC	RECYCLE		\$1,149.00
26218	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HC27YDHJF	NC	WCWC	RECYCLE		\$1,149.00
26220	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNEULDHJF	NC	WCWC	RECYCLE		\$1,149.00
26221	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNESADHJF	NC	WCWC	RECYCLE		\$1,149.00
26223	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNESKDHJF	NC	WCWC	RECYCLE		\$1,149.00
26224	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNB1ADHJF	NC	WCWC	RECYCLE		\$1,149.00
26227	06/11/12	Apple Inc.	23646	10-2-6200	10-2-6200	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	I MAC 21.5"	C02HNES7DHJF	NC	WCWC	RECYCLE		\$1,149.00
21927	1/2/08	COMPUTERS AND EQUIPMENTLAND TEXAS	81835	30-1-1010	10-1-5124	COMPUTERS AND EQUIPMENT	PRINTER	HP	4350N	CNRXX15107	EC	TECH	RECYCLE		\$1,473.00
21928	1/2/08	COMPUTERS AND EQUIPMENTLAND TEXAS	81835	30-1-1012	10-1-5124	COMPUTERS AND EQUIPMENT	PRINTER	HP	4350N	CNRXS41654	EC	TECH	RECYCLE		\$1,473.00
25932	10/07/13	APPLE INC	40831	30-1-1040	30-1-1040	COMPUTERS AND EQUIPMENT	IPAD 16GB	APPLE INC	16GB	SDMQL33LBF182	WC	ECMW	RECYCLE	L. RAE	\$498.99
20678	08/17/04	SHI GOVERNMENT SOLUTIONS	44007	30-1-1506	10-1-1505	COMPUTERS AND EQUIPMENT	FLAT PANEL 19"	SONY	SDM	NONE	EC	DOSS	RECYCLE		\$641.00
19805	07/20/01	TROXELL	13789	30-1-3085	15-1-9502	PHOTOGRAPHY EQUIPMENT	CAMCORDER	SONY	DCR-TRV17	348449	EC	BASEBA	RECYCLE	J. Lightfoot	\$864.00
24596	08/18/15	DELL USA	54003	30-1-5407	30-1-5407	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	FOVZT52	EC	STSV	RECYCLE		\$887.08
24842	07/07/26	DELL USA	64214	30-1-5407	30-1-5407	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	BPJ5KB2	EC	STSV	RECYCLE	D. CREGGER	\$814.72
22658	1/15/09	DELL USA	93884	30-1-5420	10-1-2030	COMPUTERS AND EQUIPMENT	DESKTOP	Dell USA	OPTIPLEX 760	G91FCX1	EC	TECH	RECYCLE	LOANER	\$970.93
25770	04/12/13	DELL USA	33116	30-1-5420	30-1-5420	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	G92DCX1	EC	STSV	RECYCLE	STUDENT PC	\$938.20
25771	04/12/13	DELL USA	33116	30-1-5420	30-1-5420	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	G91FCX1	EC	STSV	RECYCLE	STUDENT PC	\$938.20
25773	04/12/13	DELL USA	33116	30-1-5420	30-1-5420	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	G91DCX1	EC	STSV	RECYCLE	STUDENT PC	\$938.20
25774	04/12/13	DELL USA	33116	30-1-5420	30-1-5420	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 7010	G91CCX1	EC	STSV	RECYCLE	STUDENT PC	\$938.20
24841	07/07/16	DELL USA	64212	30-1-5420	30-1-5420	COMPUTERS AND EQUIPMENT	DESKTOP	DELL USA	OPTIPLEX 9020	BPJ4KB2	EC	STSV	RECYCLE	D. WALKER	\$840.07
24503	03/24/15	APPLE INC	52638	30-1-5462	10-1-1140	COMPUTERS AND EQUIPMENT	DESKTOP	APPLE INC	MAC MINI	CO7NNB1G1HV	WC	704	RECYCLE	\$459.00	\$0.00



Picture 1



Picture 2



Picture 3



Picture 4



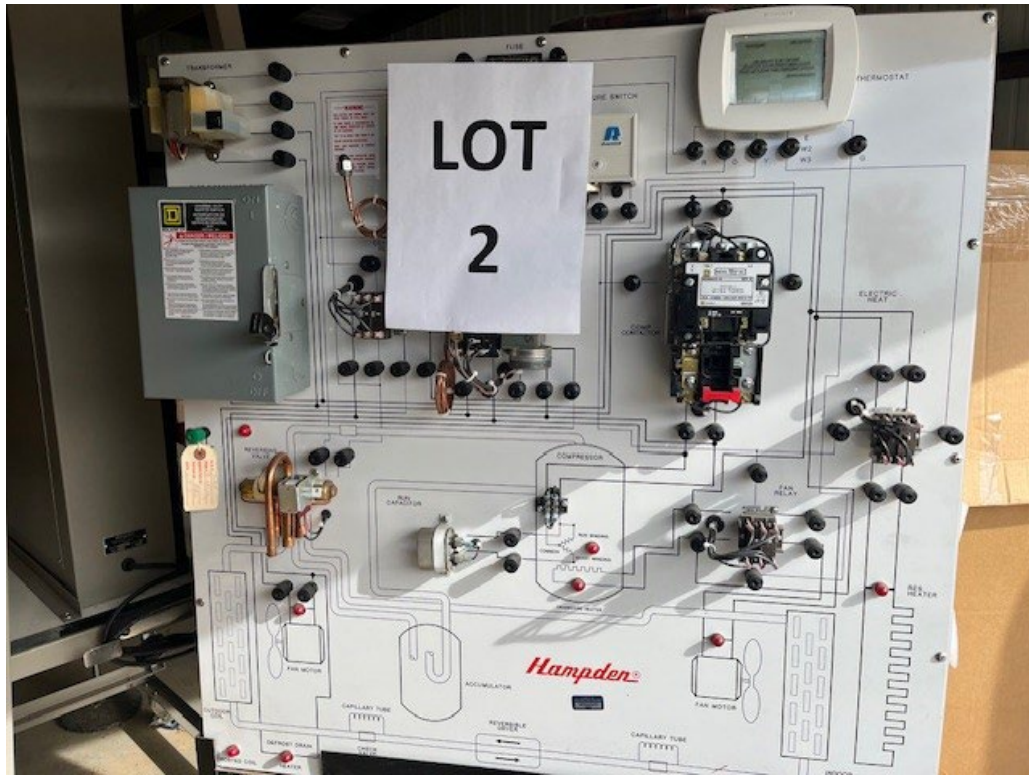
Picture 5

Lot #	Title including Quantity (Only use 45 Characters)	Description including dimensions, working condition, etc... (Unlimited characters but do not use "quotation marks")	Item Physical Address	Contact Person Name	Contact Person Phone	Contact Person Email	Preview Dates / Times (TBD)	Removal Dates / Times: (TBD)
1	A/C Controls Trainer	A/C Control Trainer, Hampden Engineering, H-ACCS, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
2	Heat Pump Trainer	Heat Pump Trainer, Hamden Engineering , Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
3	Gas Heat Trainer	Gas Heat Trainer, Hamden Engineering, HEE-11A-FT-1, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
4	Commercial Gas Trainer	Commercial Gas Trainer, Hamden Engineering, H-GC2A, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
5	Commercial Gas Trainer	Commercial Gas Trainer, Hamden Engineering, H-GC2A, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
6	Massage Chair	Massage Chair, Anzio, VNB-9137, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
7	Massage Chair	Massage Chair, Anzio, VNB-9137, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
8	Massage Chair	Massage Chair, Anzio, VNB-9137, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
9	Massage Chair	Massage Chair, Anzio, VNB-9137, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
10	Barber Chair	Barber Chair	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
11	Exam Table	Ritter Exam Table, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
12	Miller Welder	Miller Syncrowave 200 Welder, Unknown Working Condition	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
13	Work Table	(4) 30" x 60" Powered Work Table	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only

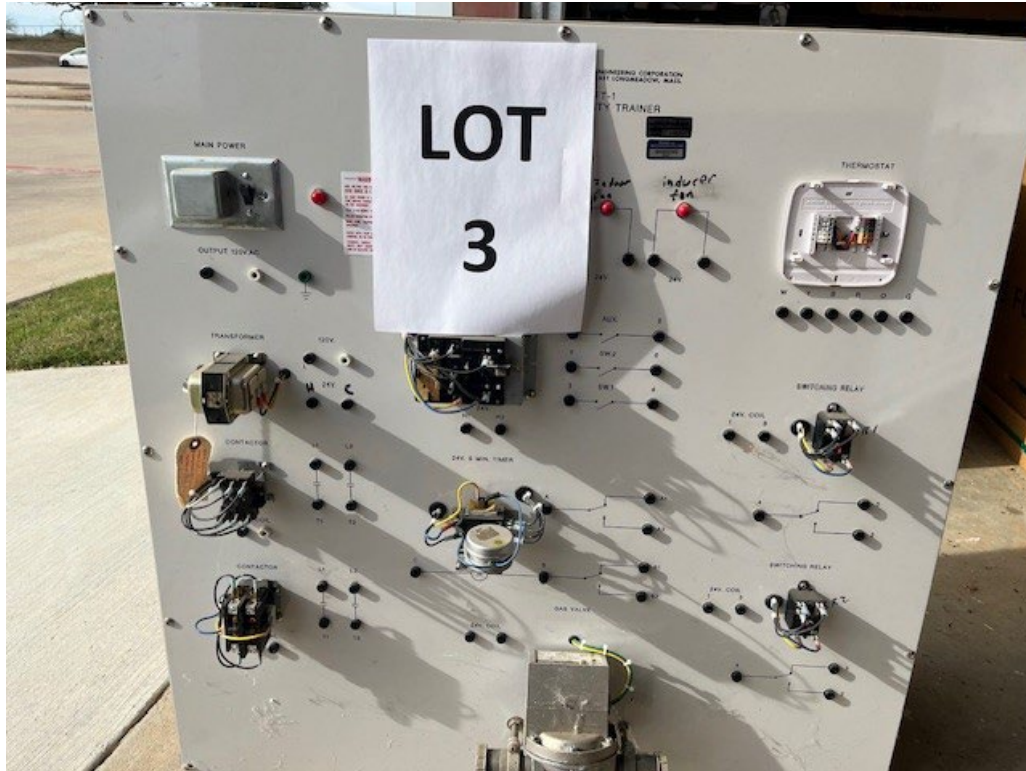
14	Guest Chairs	(14) Guest Chairs	225 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6461	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
15	Adjustable Height Table	(3) 30" X 72" Adjustable Height Table	226 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6462	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
16	Hon Office Desk	36" X 72" Hon Desk	227 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6463	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only
17	Athletic Lockers	(12) Athletic Lockers, 60"W x 24"D x 72"H	228 College Park Drive, Weatherford, TX 76086	Derek Peterson	817-598-6464	dpeterson@wc.edu	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only	Week Days Monday - Friday, 9:00 am - 2:00 pm, By Appointment Only



Lot 1



Lot 2



Lot 3



Lot 4



Lot 5



Lot 6



Lot 7



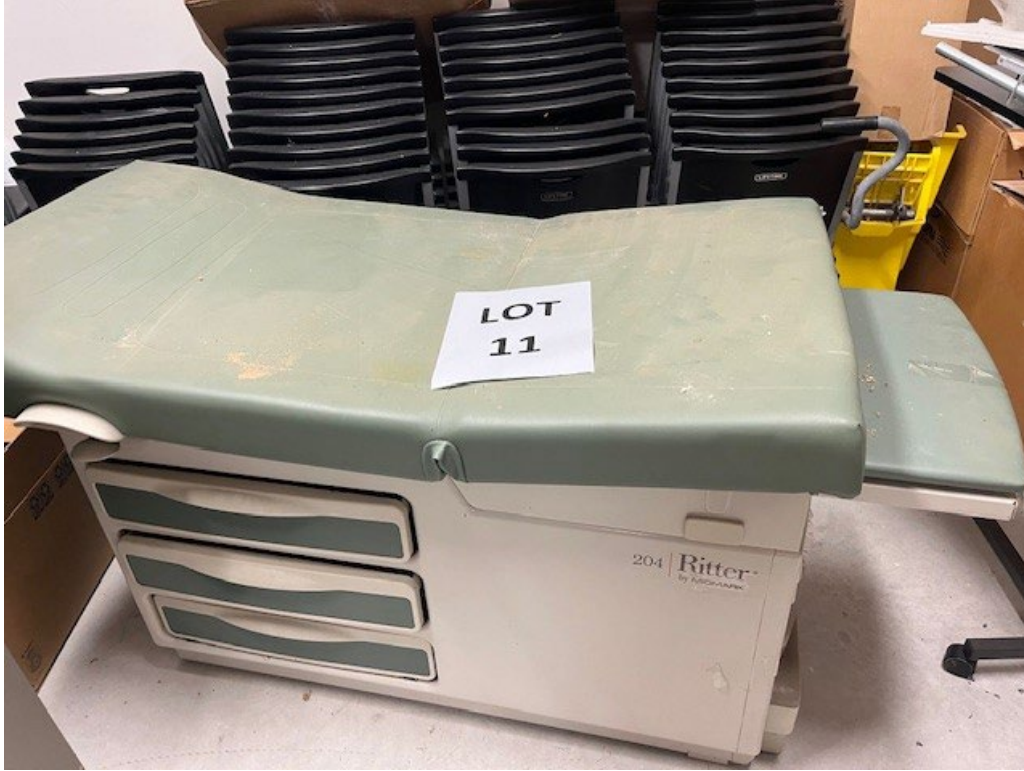
Lot 8



Lot 9



Lot 10



Lot 11



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Lot 14



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Lot 17



**Weatherford College Board of Trustees
Consent Agenda**

DATE: January 11, 2024

AGENDA ITEM #4.d.

SUBJECT: Approval of Academic Calendar 2024-2025 Amendment

INFORMATION AND DISCUSSION: Weatherford Independent School District recently approved their 2024-2025 Academic Calendar. The WISD spring break did not align with the previously approved Weatherford College 2024-2025 scheduled spring break. In efforts to coordinate dual credit schedules, it is being recommended to adjust the previously approved spring break from March 10 – 14 to March 17 - 21.

RECOMMENDATION: That the Board of Trustees approve the 2024-2025 Academic Calendar.

ATTACHMENTS: 2024-2025 Academic Calendar

SUBMITTED BY: Adam Finley, Executive Dean Enrollment Management and College Registrar

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Fall 2024

M/W Days – 29 days of instruction + 1 day for final
 T/Th Days – 29 days of instruction + 1 day for final

1st 8 Week – 28 days of instruction + 1 day for final
2nd 8 Weeks – 29 days of instruction + 1 day for final

Spring 2025

M/W Days – 29 days of instruction + 1 day for final
T/Th Days – 29 days of instruction + 1 day for final

1st 8 Weeks – 28 days of instruction + 1 day for final
2nd 8 Weeks – 29 days of instruction + 1 day for final

Summer I 2025

22 Days

Summer II 2025

22 Days

FALL 2024 Important Dates

August 20	Tuition payment deadline for Fall 24 Term
August 26	First Day of Term
September 2	Labor Day Holiday
October 29	Spring 2025 Priority registration for veterans & current students with 30+ hours at WC
November 5	Spring 2025 Open registration for current & returning students
November 25 – 29	Thanksgiving Holidays
December 3	Spring 2025 New & Transfer student registration
December 18	End of Term
December 20	College offices closed to the public at noon
December 23 – Jan. 3	Winter Break

Fall 2024 - 16 Week Session

August 23	Registration Ends for Fall 16-week session
August 25	Last Day for 100% refund
August 26	Classes Begin for Fall 16-week session
September 11	Official Day of Record (Census Date) for Fall 16-week session
September 16	Last day to receive 70% refund
September 23	Last day to receive 25% refund
November 11	Last day to withdraw with a “W” for Fall 16-week session
December 12-18	Final Exams for Fall 16-week session
December 18	Classes End for Fall 16-week session
December 19	Grades due by 5:00 pm

Fall 1st 8 – Week Session

August 23	Registration Ends for Fall 1 st 8-week session
August 25	Last day for 100% refund
August 26	Classes Begin for Fall 1st 8-week session
September 3	Official Day of Record (Census Date) for Fall 1 st 8-week session
September 5	Last day to receive 70% refund
September 9	Last day to receive 25% refund
September 30	Last day to withdraw with a “W” for Fall 1 st 8-week session
October 15	Final Exams and Classes end for Fall 1 st 8-week session
October 17	Grades due by 5:00 pm

Fall 2nd 8 – Week Session

October 15	Last day of late registration
October 15	Last day for 100% refund
October 16	Classes Begin for Fall 2nd 8-Week Session
October 24	Official Day of Record (Census Date) for Fall 2 nd 8-week session
October 28	Last day to receive 70% refund
October 30	Last day to receive 25% refund
November 21	Last day to withdraw with a “W” for Fall 2 nd 8-week session
December 18	Final Exams and Classes end for Fall 2 nd 8-week session
December 19	Grades due by 5:00 pm

Spring 2025 Important Dates

January 8	Tuition payment deadline for Spring 2024 term
January 13	First day of term
January 20	Martin Luther King, Jr. Day Holiday
March 17 - 21	Spring Break
April 1	Summer/Fall 2025 Priority registration for veterans & current students 30+ hours at WC
April 8	Summer/Fall 2025 Open registration for current & returning students
April 18	Good Friday Holiday
April 29	Summer/Fall 2025 New & Transfer student registration
May 7	End of term

Wintermester

December 20	Registration Ends for Wintermester
December 22	Last day for 100% refund
December 23	Classes Begin for Wintermester
December 24	Official Day of Record (Census Date) for Wintermester
December 26	Last day to receive 70% refund
December 27	Last day to receive 25% refund
January 2	Last day to withdraw with a "W" for Wintermester
January 7	Final Exams and Classes End for Wintermester

Spring 2025 16 Week Session

January 10	Registration Ends for Spring 16-week session
January 12	Last day for 100% refund
January 13	Classes Begin for Spring 16-week session
January 29	Official Day of Record (Census Date) for Spring 16-week session
February 3	Last day to receive 70% refund
February 10	Last day to receive 25% refund
April 7	Last day to withdraw with a "W" for Spring 16-week session
May 1 – May 7	Final Exams for Spring 16-week session
May 7	Classes End for Spring 16-week session
May 8	Grades due by 5:00 pm

Spring 1st 8 – Week Session

January 10	Registration Ends for Spring 1 st 8-week session
January 12	Last day for 100% refund
January 13	Classes Begin for Spring 1st 8-week session
January 21	Official Day of Record (Census Date) for Spring 1 st 8-week session
January 23	Last day to receive 70% refund
January 27	Last day to receive 25% refund
February 12	Last day to withdraw with a "W" for Spring 1 st 8-week session
March 4	Final Exams and Classes end for Spring 1 st 8-week session
March 6	Grades due by 5:00 pm

Spring 2nd 8 – Week Session

March 4	Registration Ends for Spring 2 nd 8-week session
March 4	Last day for 100% refund
March 5	Classes Begin for Spring 2nd 8-week session
March 13	Official Day of Record (Census Date) for Spring 2 nd 8-week session
March 24	Last day to receive 70% refund
March 26	Last day to receive 25% refund
April 21	Last day to withdraw with a "W" for Spring 2 nd 8-week session
May 7	Final Exams and Classes end for Spring 2 nd 8-week session
May 8	Grades due by 5:00 pm

Summer 2025 Important Dates

May 8	Tuition payment deadline for Summer 2024 Term
May 12	Summer hours begin, offices open 8-5:30, closed on Fridays
May 26	Memorial Day Holiday
July 4	Independence Day
August 18	Return to regular office hours

Maymester

May 9	Registration Ends for Maymester
May 11	Last day for 100% refund
May 12	Classes Begin for Maymester
May 13	Official Day of Record (Census Date) for Maymester
May 14	Last day to receive 70% refund
May 15	Last day to receive 25% refund
May 22	Last day to withdraw with a "W" for Maymester
May 30	Final Exams and Classes end for Maymester

Summer 1st Session

May 30	Registration Ends for Summer 1
June 1	Last day for 100% refund
June 2	Classes Begin for Summer 1
June 5	Official Day of Record (Census Date) for Summer 1
June 9	Last day to receive 70% refund
June 11	Last day to receive 25% refund
June 25	Last day to withdraw with a "W" for Summer 1
July 8	Final Exams and Classes end for Summer 1
July 10	Grades due by 5:00 pm

Summer 2nd Session

July 8	Registration Ends for Summer 2
July 8	Last day for 100% refund
July 9	Classes Begin for Summer 2
July 15	Official Day of Record (Census Date) for Summer 2
July 16	Last day to receive 70% refund
July 21	Last day to receive 25% refund
July 31	Last day to withdraw with a "W" for Summer 2
August 14	Final Exams and Classes end for Summer 2
August 18	Grades due by 5:00 pm

Course Meeting Times MW and TR classes

7:30 - 8:45
9:00 – 10:15
10:30 – 11:45
Activity Period 12:00 – 1:00
1:00– 2:15
2:30– 3:45
4:00 – 5:15



Weatherford College Board of Trustees

DATE: January 11, 2024

AGENDA ITEM #5

SUBJECT: Consideration and Possible Action: Update and Approval of Contract Negotiations with Touchstone Golf Regarding Management Services of Canyon West Golf Course

INFORMATION AND DISCUSSION: At the December 7, 2023 board meeting, the Board of Trustees authorized formal contract negotiations between Touchstone Golf and Weatherford College for golf course management services at Canyon West Golf Course in the amount of \$168,000 for an initial term of twenty-four (24) months with three (3) additional optional twelve (12) month renewals. On December 12, 2023, President Farmer forwarded to Albon Head with Jackson Walker law firm the draft documents provided by Touchstone Golf. Due to the timing of the Christmas holidays, we have not received the final recommendations on the documents provided to the attorneys. Administration will work diligently to obtain final recommendations to the documents before the January 11, 2024 Board meeting. If this is not possible, we request that the Board authorize Dr. Farmer to continue negotiations and execute final documents with Touchstone Golf to be effective February 1, 2024.

Touchstone Golf representatives Doug Harker, Executive Vice President, and Brian Melody, Senior Vice President will be present at the January 11 board meeting to answer any questions that the Board may have. Other Touchstone Golf representatives who will be in attendance are Ashley Van Dissel, Vice President, Sales & Marketing, Chris Meade, Senior Manager, and Kate Kearney, Human Resources Director.

For operation purposes, it will be necessary to add the following Touchstone Golf employees to the Weatherford College Golf Account at Prosperity Bank:

Doug Harker, Executive Vice President
Carol McGrail, Vice President and Controller
Samantha Seastrand, Assistant Controller

RECOMMENDATION: That the Board of Trustees authorize President Tod Allen Farmer to negotiate and execute final documents with Touchstone Golf to be effective February 1, 2024 for golf course management services at Canyon West Golf Course in the amount of \$168,000 for an initial term of twenty-four (24) months with three (3) additional optional twelve (12) month renewals and approve adding Touchstone Golf employees Doug Harker, Carol McGrail and Samantha Seastrand to the Weatherford College Golf Account at Prosperity Bank.



ATTACHMENTS: (1) Concession Agreement; (2) Golf Course Facility Management Agreement; and (3) Canyon West Golf Course Alcohol Management and Services Agreement.

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services, on behalf of the Canyon West Management Services Selection Committee

CONCESSION AGREEMENT

This Concession Agreement (this “Concession Agreement”), entered into as of _____, 2024, is by and between _____, LLC, a Texas limited liability company (hereinafter called “Concessionaire”), and Weatherford College, a _____ (hereinafter called “Grantor”);

WHEREAS, Grantor has right to and control of certain real property and improvements located at 160 Club House Drive, Weatherford, Tarrant County, TX (the “Premises”) and desires thereon the sale of alcoholic beverages for on-premise consumption;

WHEREAS, Concessionaire intends to become a licensed dispensary to the general public of mixed beverages under the provisions of the Texas Alcoholic Beverage Code (the “Code”), and as such desires to license from the Grantor certain portions of the Premises which to serve and sell mixed beverages and related items to customers at the Premises;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual obligations of the parties contained herein, the parties agree as follows:

1. Description of Licensed Space and Concession. The Grantor hereby grants a concession and licenses to the Concessionaire, and the Concessionaire hereby licenses from the Grantor the right to operate bar facility and to serve and sell mixed beverages to customers at the Premises. This license shall include all the furniture, fixtures and other property therein contained and situated, which may be useful in connection with the operation of the Concessionaire’s business. Such license of space and right to service customers shall be limited to use for the purpose of preparing, dispensing and selling alcoholic beverages and related items. Such license and grant of rights shall not entitle the Concessionaire to exclusive possession of any of the Premises.
2. Term of this Concession Agreement. This Concession Agreement shall be for a term of one (1) year beginning the date the Restaurant Mixed Beverage Permit is issued under the Code to Concessionaire, and shall renew automatically for successive one (1) year terms unless notice of intent to terminate as of the end of any one year term is given at least sixty (60) days in advance or unless sooner terminated as provided below. This Concession Agreement and all rights and duties imposed by this Concession Agreement shall be cancelled and terminated prior to such date as follows: (a) by either party, upon three days’ written notice to the other, in the event the Grantor should cease its operation of a golf club and restaurant upon the Premises; (b) by either party, upon three (3) days’ written notice to the other, in the event the Concessionaire should suffer loss or suspension of its Restaurant Mixed Beverage Permit or other permits or licenses necessary to the conduct of its business; or (c) by either party upon 60 days’ written notice to the other without cause. The Concessionaire and the Grantor agree that the Concessionaire shall have no obligation or liability whatsoever to Grantor as a result of any termination pursuant to this Section. If either party commits a material breach of this Concession Agreement and such breach continues for a period of ten (10) business days after notice of such breach is given by the non-breaching party, then the non-breaching party may terminate this Concession Agreement by further written notice to the breaching party.

3. License Fee. The monthly fee for the license of the Premises and the concession granted herein shall be equal thirty percent (30%) of the monthly gross revenues derived by the Concessionaire from its service of all alcoholic beverages at the premises, payable in arrears, with the first payment to be due and payable on a date mutually agreed to by the parties. Said license fee may be increased or decreased from time to time as agreed upon by the Grantor and the Concessionaire.

4. Conduct of the Concessionaire's Operations. The Concessionaire shall conduct its operations in a proper and becoming manner, shall comply with all governmental laws, ordinances and regulations and shall, at its own expense, obtain and maintain any and all governmental licenses and permits necessary for its operations, including, but not limited to, any permit or authorization required to be obtained from the Texas Alcoholic Beverage Commission prior to selling alcoholic beverages to the general public. Further, Concessionaire shall sell and serve alcoholic beverages at any and all special events, including races, concerts, and other special occasions, held at the premises if notified of such special event by Grantor within 14 days of the event. Further, Concessionaire shall make any and all reasonable efforts to sell and serve alcoholic beverages at any other times desired by Grantor upon reasonable notice.

5. Real Estate Taxes. The Grantor agrees to pay, or cause to be paid, before they come delinquent, all real estate taxes, special or other assessments and other governmental charges lawfully levied or assessed against the Premises; however, the Grantor may, at its expense, contest and dispute the same, and in such case the disputed item need not be paid until finally adjudged to be valid.

6. Insurance. The Grantor shall provide, or cause to be provided, fire and casualty insurance covering the Premises, including that portion licensed hereunder, and all equipment, furniture and fixtures located thereon, plus comprehensive general liability and (if applicable) automobile liability insurance (on all of which the Concessionaire shall be carried as an additional insured). The Grantor agrees for itself and all of its insurers that it and they shall have no right of subrogation against the Concessionaire, its employees and agents, and all policies of insurance covering the physical properties comprising the Premises, or the risk involved in the operations thereof, shall be properly endorsed so as to provide such waiver of subrogation. In addition, a cross liability endorsement to the effect that the employees of one insured shall not be deemed employees of another insured shall be secured and attached to all policies of comprehensive general liability and automobile liability insurance.

7. Maintenance of the Premises. The Grantor shall, at its expense and risk, maintain or cause to be maintained all parts of the Premises and the personal property, fixtures and equipment located therein in good repair and condition, subject to ordinary wear and tear and damage by fire or other casualty excepted.

8. Damage to the Premises. If the Premises are damaged or destroyed by fire, tornado or other casualty during the term of this Concession Agreement so that the Concessionaire's occupancy is interrupted or substantially interfered with, the monthly license fee shall be abated during the entire period of such interruption or substantial interference. If any such period continues for longer than 30 days, the Concessionaire may at any time thereafter, but before resuming its normal operations in the Premises, terminate this Concession Agreement and cancel

all obligations under this Concession Agreement by giving the Grantor written notice of its election to do so.

9. Hold Harmless. The Concessionaire shall not be liable to the Grantor or the Grantor's employees, agents or invitees or to any other person whomsoever, for any injury to person or damage to property on or about the Premises caused by the negligence or misconduct of the Grantor, its employees, or agents or caused by the building and improvements located on the Premises becoming out of repair, and the Grantor agrees to indemnify the Concessionaire and hold it harmless from any loss, expense or claims arising out of any such damage or injury.

10. Termination of this Concession Agreement. In the event proceedings in bankruptcy are commenced by or against either party, or either of them is adjudicated a bankrupt, or a receiver of either is appointed and qualified, then in such event the other party may terminate this Concession Agreement and all further rights and obligations hereunder, by 10 days' written notice, in which event on the expiration of such 10-day period, this Concession Agreement shall terminate. On termination pursuant to this Section or Section 2, all rights of the Concessionaire to occupy or use the Premises shall end, and the Concessionaire shall vacate the Premises and surrender the same to the Grantor quietly and peacefully. The Grantor's termination of this Concession Agreement, other than by reason of its breach of this Concession Agreement, or its bankruptcy or receivership, shall not prevent or interfere with the recovery by the Grantor of any license fee or other payments due hereunder.

11. Notices. Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered, whether actually received or not, when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the parties hereto at the respective addresses set out opposite their names below, or at such other address as they have theretofore specified by written notice delivered in accordance herewith.

To Concessionaire:

Mr. Douglas J. Harker
Manager
_____, LLC
11612 Bee Caves Road, Suite 150
Austin, TX 78738

To Grantor:

Weatherford College
Attn: _____

12. No Sublicensing or Assignment. The Concessionaire may not sublicense all or any part of the Premises, nor may it assign this Concession Agreement, without the prior written consent of the Grantor.

13. Responsibility for Bills and Indebtedness. Neither party shall contract indebtedness in the name of the other, or in any other way, directly or indirectly, involve the other in any liability. All sales made by the Concessionaire on the Premises shall be accounted for by the Concessionaire in its own name, and each party shall promptly make payment of all taxes, assessments, and other

charges attributable to its operations as they may become due, and shall not allow any lien or other encumbrance to be fixed upon the property of either party hereto, without the prior written consent of the other party.

14. Governing Law. This Concession Agreement shall be governed by the laws of the State of Texas.

[Signatures on following page]

EXECUTED AND DELIVERED as of the date first above written.

CONCESSIONAIRE:

_____, LLC

By: _____
Douglas Harker, Manager

GRANTOR:

WEATHERFORD COLLEGE

By: _____
Name: _____
Title: _____

**CANYON WEST GOLF COURSE ALCOHOL
MANAGEMENT AND SERVICES AGREEMENT**

This Management and Services Agreement (this “Agreement”), entered into as of _____, 2024, is by and between _____, a Texas limited liability company (herein called “Permittee”), and Touchstone Golf, LLC, a Delaware limited liability company (herein called “Service Provider”).

WHEREAS, Permittee operates the bar premises and alcoholic beverage service areas located at 160 Club House Drive, Weatherford, Tarrant County, Texas, (the “Premises”), for the sole purpose of serving alcoholic beverages and related items;

WHEREAS, Permittee intends to become a licensed dispensary of mixed alcoholic beverages to the general public under the provisions of the Texas Alcoholic Beverage Code (the “Code”) at the Premises; and

WHEREAS, Permittee and Service Provider have a right to possession in the premises pursuant to agreements with the Weatherford College/Canyon West Golf Course.

WHEREAS, Permittee and Service Provider desire to enter into this Agreement to specify the terms on which Service Provider will perform for Permittee certain management functions and services relating to Permittee’s business of selling and serving alcoholic beverages in the Premises;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual obligations of the parties contained herein, the parties agree as follows:

- 1) General. Permittee hereby designates and appoints Service Provider to perform the management and other services and to provide the materials hereinafter specified in connection with the service of alcoholic beverages in the Premises, and Service Provider hereby accepts such designation and appointment, which designation and acceptance are subject to the terms of this Agreement and further subject to the exclusive direction and control of Permittee.
- 2) Term. The term of this Agreement shall be for a term of one year, beginning the date the Restaurant Mixed Beverage Permit is issued for the Premises, and shall renew automatically for successive one (1) year terms unless notice of intent to terminate as of the end of any one (1) year term is given at least sixty (60) days in advance or unless sooner terminated as provided below. This Agreement and all rights and duties imposed by this Agreement shall be cancelled and terminated prior to the end of the initial or any renewal term as follows: (a) upon termination of either agreement with the City of Lancaster/Country View Golf Course and Permittee or Service Provider; (b) by either party, upon three days’ notice to the other, in the event Service Provider should cease its operation of a restaurant upon the Premises; (c) by either party, upon three days’ notice to the other, in the event Permittee should suffer loss or suspension of its Restaurant Mixed Beverage Permit or other permits or licenses necessary to the conduct of its business; or (d) by either party upon sixty (60) days’ notice to the other without cause. Further, this Agreement may be terminated by Permittee without notice following any violation of the Code by Service Provider or any of its agents or employees at the Premises. Permittee and Service Provider agree that Permittee shall have no obligation or

liability whatsoever to Service Provider as a result of any termination pursuant to this Section. If either party commits a material breach of this Agreement and such breach continues for a period of five business days after notice of such breach is given by the non-breaching party, then the non-breaching party may terminate this Agreement by further written notice to the breaching party.

- 3) Duties of Service Provider. In connection with the operation of Permittee's business of serving and serving alcoholic beverages in the Premises, Service Provider shall have the following duties:
- a) carry out directions of Permittee, and its officers, directors and employees, in connection with the service of alcoholic beverages in the Premises and perform all such duties with due diligence in accordance with standards maintained in comparable premises located in the municipality of the City of Lancaster in which the Premises are located and within all of the provisions of the Code and all other applicable laws, rules and regulations;
 - b) obtain for and supply to Permittee adequate equipment, glasses, barware and supplies necessary to serve alcoholic beverages; provided, however, Service Provider shall not purchase any alcoholic beverages for service in the Premises (it being expressly understood that the right and obligation to purchase such alcoholic beverages shall remain with Permittee);
 - c) maintain the Premises and all furniture, fixtures and equipment therein in good, clean and serviceable condition;
 - d) supply such bartenders, servers, dishwashers, janitors and other personnel as may be necessary for the efficient preparation and service of alcoholic beverages, all of which personnel shall be paid by Service Provider but shall be under the exclusive direction and control of Permittee and its officers, directors and employees when involved in preparation or service of alcoholic beverages;
 - e) accept on behalf of Permittee deliveries of inventory of alcoholic beverages at the Premises; provided, however, Service Provider shall not purchase any alcoholic beverages for service in the Premises (it being expressly understood that the right and obligation to purchase such alcoholic beverages shall remain with Permittee);
 - f) maintain separate and accurate books and records showing the gross receipts from the service of alcoholic beverages during each fiscal month in which this Agreement shall be in effect, including alcoholic beverage replacement charges, and the amount of taxes or charges levied and collected in respect of such service of alcoholic beverages;
 - g) submit to Permittee promptly after the end of each fiscal month during the term of this Agreement a statement showing the gross receipts from service of alcoholic beverages by Permittee during such month and any other information required to be submitted to the Texas Alcoholic Beverage Commission or the Texas Comptroller of Public Accounts or as requested by Permittee;
 - h) secure and maintain liability insurance covering the Premises, all furniture and fixtures,

equipment and supplies located at the Premises and used by Permittee in its business, and the businesses of Permittee and Service Provider, as agreed from time to time with Permittee;

- i) pay all F.I.C.A. taxes attributable to its employees and withhold and pay all federal taxes upon wages of its employees; and
 - j) maintain all records required of mixed beverage licensees by the Texas Alcoholic Beverage Commission and otherwise cooperate with Permittee in assuring compliance with the Code.
- 4) Handling of Funds. Subject to instructions from time to time given by Permittee, Service Provider will collect from customers of Permittee in the Premises all charges for the service and replacement of alcoholic beverages and all taxes levied or charged in respect of such service of alcoholic beverages. Service Provider shall remit to Permittee, at such intervals as Permittee may require, an amount equal to all charges received by it on behalf of Permittee from service of alcoholic beverages to Permittee's members customers, any amounts paid on Permittee's behalf. Permittee will be responsible for payment of all purchases of inventories of alcoholic beverages, all mixed beverage gross receipts and other taxes relating to its service of alcoholic beverages at the Premises and all other expenses of its business (including payments due by Permittee to Service Provider pursuant to this Agreement and the Concession Agreement, which shall be paid by Permittee to Service Provider out of Permittee's funds remitted to it by Service Provider and not by retention of funds by Service Provider).
- 5) Control of Business. Permittee shall at all times retain exclusive control of its business and the purchase, handling and service of alcoholic beverages within the Premises. Only Permittee may select or purchase alcoholic beverages for service in the Premises, and the service charges and replacement charges to be charged and standards of operation shall be determined solely by Permittee.
- 6) Compensation. Service Provider shall be entitled to receive as compensation for its services under this Agreement seven hundred fifty dollars per month (\$750.00) beginning with the first full month derived by the Permittee from its sale of all alcoholic beverages, payable in arrears on or before such periodic date as shall be mutually agreed upon by Service Provider and Permittee. Said compensation may be increased or decreased from time to time as agreed upon in writing by Service Provider and Permittee, without the necessity of a formal amendment to this Agreement.
- 7) Service Provider's Expenses. The following expenses in connection with the operation of Permittee's business on the Premises shall be borne by Service Provider:
- a) telephone expenses and office supplies;
 - b) accounting expenses incurred in the preparation of reports required to be made to Permittee and expenses of preparation of any other documents necessary to the operations of Service Provider under this Agreement;
 - c) all expenses incurred by Service Provider in connection with the operation of the restaurant

in the Premises and the sale by it of food, non-perishable items, beverages other than alcoholic beverages and any other items which are not covered by the Texas alcoholic beverage gross receipts tax;

- d) expenses for maintenance, repairs and replacement;
 - e) direct and indirect payroll expenses for Service Provider's personnel engaged in the performance of services for Permittee's business under this Agreement and for Service Provider's business; and
 - f) all other expenses which Service Provider may incur in the performance of its duties as outlined in this Agreement, including, but not limited to, expenses for equipment, supplies and insurance.
- 8) Expenses of Permittee. The following expenses shall be borne (or reimbursed to Service Provider) by Permittee:
- a) all fees required to be paid to the Texas Alcoholic Beverage Commission and any county or city authority in connection with obtaining any permits under the Code and in connection with the renewal of any such permits;
 - b) accounting and legal expenses incurred in connection with obtaining and maintaining any permits under the Code or otherwise and in connection with the business and operations of Permittee;
 - c) glasses, barware and supplies related to service of alcoholic beverages, whether or not reusable; and
 - d) credit card charges relating to the service of alcoholic beverages, such as merchant fees.
- 9) Accounting. Service Provider agrees to supply accounting and bookkeeping services for Permittee in addition to those set forth in Section 3. Permittee will make available accounting data to Service Provider whenever requested, and on a monthly basis. Service Provider will report accounting data on an entirely separate set of books, and will provide summaries of all purchases, revenues and other accounting data. Service Provider will provide all accounting functions including, but not limited to, the preparation of such reports as Permittee may reasonably request, using such method of accounting as may be agreed by Permittee and Service Provider. Permittee shall have the right to inspect such books and records at all reasonable business hours and to conduct audits at any time at its sole expense. Permittee will retain all responsibility for the filing of mixed beverage gross receipts, mixed beverage sales tax, and other tax returns and reports relating to its business and for payment of all taxes due by it.
- 10) Independent Contractor. In the performance of its obligations hereunder, Service Provider shall be an independent contractor and nothing herein shall be deemed to create the relationship of employer/employee, partner or joint venturer between Permittee and Service Provider or any employee of Service Provider (except that employees of Service Provider who perform services for Permittee pursuant to this Agreement shall be considered "employees" of

Permittee under Rule §34.4 of the Texas Alcoholic Beverage Commission.

- 11) Indemnity. Service Provider shall indemnify and hold harmless Permittee, and its members, directors, officers, agents and employees, from any claim, loss, damage, judgment or any other liability arising out of or incident to the operation of the Premises, and all matters incident to the rights and duties created or imposed by this Agreement, including, without limitation, any liabilities to the State of Texas, the Texas Alcoholic Beverage Commission or others, arising out of any violation by Service Provider or any of its officers, agents or employees of the terms of this Agreement or any provision of the Code. Permittee shall indemnify and hold harmless Service Provider and its directors, officers, agents and employees from and against any claim, loss, damage, judgment or any other liability arising out of any violation by Permittee or any of its officers, agents or employees of the terms of this Agreement or any provision of the Code.
- 12) Assignment. Neither party shall have any right to assign this Agreement without the prior written consent of the other party, which may be withheld in its discretion; however, Service Provider may assign this Agreement without consent to any affiliate, provided Service Provider gives written notice of the assignment to Permittee, and such assignee agrees in writing to assume all of Service Provider's duties and obligations hereunder.
- 13) Notice. Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered on the third day after it is deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the parties hereto at the respective addresses set forth below, or at such other addresses as they may specify from time to time in accordance with this paragraph, or upon receipt if sent by telecopy, provided receipt occurs between 8:00 a.m. and 5:00 p.m. on a day other than a holiday or weekend.

Service Provider: Touchstone Golf, LLC
11612 Bee Caves Road, Suite 150
Austin, TX 78738
512-351-9296 Fax

Permittee: _____, LLC
160 Club House Drive
Weatherford, TX 76087
512-351-9296 Fax

- 14) Terms Binding. The terms and conditions of this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.
- 15) Miscellaneous. The laws of the State of Texas shall govern the validity or enforceability and the interpretation or construction of all provisions of this Management and Services Agreement and all issues hereunder. The unenforceability or invalidity, as determined by a court of competent jurisdiction, of any provision of this Management and Services Agreement shall not render unenforceable or invalid any other provision of this Management and Services Agreement. Except as expressly provided herein, no change or modification of this Management and Services Agreement shall be valid or binding upon the parties hereto unless

such change or modification shall be in writing and signed by all the parties hereto. Nothing in this Management and Services Agreement shall create or be deemed to create the relationship of partners, joint venturers, employer-employee, or principal-agent between the parties. If any action at law or in equity is necessary to enforce or interpret the terms of this Management and Services Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other relief to which it may be entitled. This Management and Services Agreement may be executed in several counterparts, each of which counterparts shall be deemed an original instrument and all of which together shall constitute a single Management and Services Agreement.

[Signatures on Following Page]

EXECUTED AND DELIVERED as of the date first above written.

_____, LLC

By: _____

Douglas Harker, Manager

(“PERMITTEE”)

TOUCHSTONE GOLF, LLC.

By: _____

Stephen T. Harker, President & CEO

(“SERVICE PROVIDER”)

GOLF COURSE FACILITY MANAGEMENT AGREEMENT

This Agreement (as amended, "Agreement") is made this 1st day of February 2023, between Touchstone Golf, LLC ("TOUCHSTONE"), a Delaware limited liability company and Weatherford College ("OWNER"), a _____.

A. OWNER holds title to a 18 hole golf course facility and other amenities known as Canyon West Golf Course, including clubhouse, food and beverage operations, and all improvements and business operations thereof or in connection therewith ("Golf Course Facility").

B. OWNER is in need of a professional manager of the complete operation of the Golf Course Facility, including, but not limited to, administration of all receipts and disbursements, operation and maintenance of the golf course, clubhouse, related facilities and equipment golf course, marketing, sales and membership development.

C. OWNER desires that TOUCHSTONE provide the management and other services which are necessary for the operations of the Golf Course Facility in a professional manner with budgets and operations structured to attempt to accomplish OWNER's financial needs.

D. TOUCHSTONE has agreed to provide such services on the terms and conditions herein contained.

I. BASIC TERMS

E. Basic Terms:

1. Contract Term: Two (2) years, beginning February 1, 2024 and ending January 31, 2026 (the "Initial Term") unless extended as provided.

2. Extension: Automatic One (1) year extensions of the Initial Term (each a "Renewal Term") unless either party gives written notice to the other party at least Ninety (90) days prior to the end of the applicable Contract Term.

3. Base Management Fee: \$7,000 per month.

4. Incentive Management Fee: In addition to the Base Management Fee as provided for above, TOUCHSTONE shall be paid an incentive management fee (the "Incentive Management Fee") based on increases/improvements in Earnings Before Interest, Taxes, Depreciation and Amortization ("EBITDA") as such figure is calculated pursuant to Exhibit B (Sample Management Incentive Fee Calculation). The incentive management fee for each Incentive Fee Period shall equal twenty (20%) of the improvement in EBITDA over the EBITDA for the preceding Incentive Fee Period. As used herein, "Incentive Fee Period" shall mean the calendar year unless the OWNER operates the Golf Course Facility on the basis of a fiscal year, in which case the Incentive Fee Period will be the fiscal year. In the event of a sale and the subsequent termination of this Agreement (other than a termination by "for cause", in which event no Incentive Management Fee shall be due) that occurs prior to end of the end of the Incentive Fee Period of any year this Agreement is in effect, the Incentive Management Fee to be paid shall be based on the

increase/improvement in EBITDA for the interim period compared to the EBITDA for the comparable interim period in the Incentive Fee Period preceding the sale. If the initial Incentive Fee Period is less than a full 12 month period, the improvement shall be calculated based on comparable periods. For each calculation of the Incentive Management Fee, any amount paid or accrued shall be excluded from the calculation in order to determine the absolute improvement in EBITDA. In the absence of a comparable baseline EBITDA number for the prior period in calculating the first Incentive Management Fee period, the parties will agree to an acceptable baseline EBITDA amount (such as the budget for that period).

5. Facility Description: 18 hole golf course, _____ square foot clubhouse, and _____.

6. Delivery Date for initial operating budget, business plan and facility improvement plan: March 15, 2024 covering the period of February 1, 2024 through August 31, 2024.

7. Delivery Date for subsequent annual operating budgets, business plans and facility improvement plans (as applicable): On or before May 31 of each year for the following annual period.

8. Special Provisions:

(a) Liquor License: TOUCHSTONE or its affiliate will process an application for a beer, wine and mixed beverage liquor license for the Golf Course Facility's benefit at OWNER's cost and upon issuance of such license, TOUCHSTONE and OWNER shall enter into concession agreement for the service of alcohol at the Golf Course Facility. TOUCHSTONE, if utilizing an affiliate, will enter into a management agreement with such affiliate for the purpose of fulfilling the operation of alcohol service at the Golf Course Facility.

9. Donation to Weatherford College Golf Teams: Upon execution of this Agreement, TOUCHSTONE shall donate the sum \$10,000.00 to the Weatherford College Golf Teams.

10. Addresses for Notices:

IF TO TOUCHSTONE: Mr. Stephen T. Harker
CEO
Touchstone Golf, LLC
1052 Overlook Rd.
Berkeley, California 94708
email: sharker@touchstonegolf.com

and, Mr. Douglas J. Harker
Executive Vice President
Touchstone Golf, LLC
11612 Bee Cave Road, Suite 150
Austin, Texas 78738
email: dharker@touchstonegolf.com

IF TO OWNER:

Copy to:

F. The singular includes the plural and words importing one gender include the other gender.

G. The headings in this Agreement are for convenience only and shall not affect its interpretation.

II. REPRESENTATIONS AND RESPONSIBILITIES

Each party hereby warrants and represents that it has full authority to enter into this Agreement and to perform hereunder. Each party agrees to cooperate with the other and its officers, employees, agents and contractors in connection with this Agreement.

III. POWERS AND RESPONSIBILITIES OF TOUCHSTONE

A. OWNER hereby appoints TOUCHSTONE to manage the Golf Course Facility and TOUCHSTONE hereby accepts such appointment on the terms and conditions herein contained. Without limiting the generality of the foregoing, TOUCHSTONE shall provide to OWNER the management services more particularly set out in this Section III.

B. TOUCHSTONE will operate the Golf Course Facility in a good, workmanlike and professional manner by:

1. Provide day-to-day management and oversight of operation of the Golf Course Facility;
2. Arranging for the employment of competent management that are trained in the necessary facets of Golf Course Facility management, with sufficient experience in the Golf Course Facility industry to oversee management of the Golf Course Facility;
3. Arranging for the employment of a competent staff and deploying such staff and other resources to insure proper care of the buildings, grounds and Golf Course Facility;
4. Managing all hiring, training and termination of all Golf Course Facility management and personnel, including administering all labor relations. The general manager shall be subject to the approval of OWNER. All personnel of the Golf Course Facility shall be employees of TOUCHSTONE or its affiliate;
5. Oversee the accounting process including planning and budgeting; daily and monthly sales reporting, producing monthly financial statements; processing all expenses for payment; reviewing monthly cash flow statements; bank account reconciliations, and processing payroll;

6. Preparing and maintaining accurately in all material respects the books, accounts, and records of the operations of the Golf Course Facility and all transactions related to the Golf Course Facility;

7. Oversee the planning and implementation of all marketing programs, including developing and executing a business plan (including, if applicable to the Golf Course Facility, a lodging/golf package plan, tournament/catering event sales plan, e-marketing, promoting the food and beverage operation, implementing pricing and revenue management techniques, and placing appropriate media/advertising;

8. Arranging for the purchase of such supplies and equipment as is reasonably necessary in order to operate the Golf Course Facility;

9. Maintaining the golf course and all of its facilities in a condition consistent with quality levels defined in the calendar year budget, business plan, and facility improvement plan;

10. Coordinating with OWNER to cause the Golf Course Facility to operate in compliance with applicable laws and regulations;

11. Overseeing all other matters reasonably necessary for the efficient performance of the operations in connection with the Golf Course Facility;

12. Implementation of Touchstone Golf's national accounts relationships, purchase supplies and equipment, as needed, to operate the Golf Course Facility; and

13. Implementation of the Touchstone Golf Foundation to enhance guest service and community outreach.

14. Creation and management of all programming and activities including golf learning programs, special events, community activities and the integration of programming and events with OWNER's non-golf operations.

C. Subject to any provisions to the contrary herein contained, TOUCHSTONE may subcontract the whole or any part of the performance of its obligations and duties herein described to any wholly-owned subsidiary of TOUCHSTONE, or to any other person, firm or corporation approved by OWNER. The subcontracting of the whole or any part of its obligations and duties as aforesaid shall not relieve TOUCHSTONE from liability for the performance of such obligations and duties before or after such contracting.

D. For the term of this Agreement, OWNER will carry reasonable amounts of liability and property and contents insurance insuring all Golf Course Facility assets and operations, including improvements now or hereafter located on the Golf Course Facility real estate, against loss or damage by fire and other casualty, including theft, vandalism and malicious mischief, and such other risks common to Golf Course Facility properties. OWNER will also provide other insurance coverage as it considers necessary and normal for the operation of the Golf Course Facility, including but not limited to automobile liability and liquor liability insurance/DRAM shop insurance. OWNER at its discretion may provide crime and business interruption coverage. To the extent available, all of the foregoing insurance policies, shall include waivers of subrogation

and shall provide coverage from cross liability among co-insureds and shall name TOUCHSTONE as an additional insured.

TOUCHSTONE shall provide workers compensation insurance for all of its employees working at the Golf Course Facility and the expense for such insurance shall be for the account of the OWNER. TOUCHSTONE shall also maintain employment practices liability insurance, crime/fiduciary coverage and liability coverage for its non-Golf Course Facility corporate employees that may visit the golf course, the expense of which shall be for the account of TOUCHSTONE.

E. Unless otherwise directed by OWNER all contracts and agreements which relate specifically to the Golf Course Facility shall be entered into by and in the name of OWNER. No contract or agreement shall be entered into without OWNER approval unless in accordance with the budget and terminable on 30-days notice. TOUCHSTONE shall provide OWNER copies of all such contracts and agreements which are binding upon or obligate OWNER within ten (10) business days of their execution.

F. TOUCHSTONE shall pay promptly all operating expenses of the Golf Course Facility unless the amounts thereof are in dispute. In addition, TOUCHSTONE will calculate any moneys or fees due TOUCHSTONE in accordance with this Agreement. TOUCHSTONE is authorized to pay its fees and expenses owing under this Agreement from the bank account utilized to pay operating expenses for the Golf Course Facility. No director or officer of TOUCHSTONE shall have any interest in any concession at the Golf Course Facility nor in any contract for the Golf Course Facility without approval by the OWNER or his designee. OWNER shall designate bank account(s) necessary to fulfill the payment of expenses and shall authorize TOUCHSTONE and Golf Course Facility employees, as necessary, to make deposits and authorize disbursements from such accounts which authorization shall be presumed for individuals named on bank resolutions and/or signature cards. OWNER shall approve the individuals authorized to make such disbursements in writing upon submission of a request for designees by TOUCHSTONE.

G. TOUCHSTONE does not give any general or specific guarantee as to the profitability of the Golf Course Facility, the attendance thereat or the revenues therefrom.

H. Upon expiration of the term of this Agreement, or upon the prior termination of this Agreement, and in any year prior to such expiration or termination, TOUCHSTONE agrees and covenants to cooperate fully with OWNER or OWNER's designated successor manager (subject to compliance with the restrictions elsewhere in this Agreement) in the smooth and businesslike transfer of the operations of Golf Course Facility including but not limited to assignment of accounts, contracts, policies, licenses, permits and improvements in connection with the Golf Course Facility to OWNER or OWNER's designees, except such proprietary rights as to which TOUCHSTONE has the sole or exclusive rights, and TOUCHSTONE agrees and covenants to execute all documents required or convenient to accomplish any such transfer in a timely, effective and efficient manner. On the expiration or on the termination of this Agreement for any reason, all Golf Course Facility property and interests therein, including cash, accounts, books, records, contracts; policies; licenses, permits and improvements in the Golf Course Facility property, except proprietary rights as to which TOUCHSTONE has the sole and exclusive rights and property as to which the parties have agreed shall be the property of TOUCHSTONE, will be

promptly turned over to OWNER and be the property of OWNER. OWNER shall assume the leases of all equipment located at the Golf Course Facility unless TOUCHSTONE elects otherwise in writing. TOUCHSTONE shall execute and deliver to OWNER all documents necessary to legally effectuate each of the transactions. Unless otherwise agreed in writing by the parties hereto, TOUCHSTONE shall remove its personnel and personal property from the Golf Course Facility upon such expiration or termination. Upon such expiration or termination, TOUCHSTONE shall surrender to OWNER all cash and other assets of the Golf Course Facility. The duties of TOUCHSTONE set forth in this Section are expressly conditioned upon OWNER'S full payment of the Base Management Fee, any Incentive Management Fee and any fee due upon termination as set forth in this Agreement.

I. TOUCHSTONE shall not make, or suffer to be made, any alterations of the Golf Course Facility or any part thereof if the cost of such alteration in the aggregate would be in excess of \$5,000 unless already included within the then approved budget (either operating or capital) for the Golf Course Facility without the prior written consent of OWNER. TOUCHSTONE shall use its best efforts to keep the Golf Course Facility premises and OWNER's property in which such premises are situated free from any liens arising out of any work performed or material furnished to the property, subject only to the right to diligently contest such liens.

J. TOUCHSTONE shall not discriminate against any employee or applicant for employment because of race, color, creed, sex, age, national origin or non-disqualifying handicap. TOUCHSTONE shall not discriminate because of race, religion, color, ancestry, sex, national origin or non-disqualifying handicap against any person by refusing to furnish such person any service or privilege offered to or enjoyed by the general public, nor shall TOUCHSTONE or its employees publicize the Golf Course Facility in any manner that would directly or inferentially reflect on the acceptability of the patronage of any person because of race, religion, color, ancestry, sex, national origin or non-disqualifying handicap, nor shall the Golf Course Facility be so used.

IV. MANAGEMENT COMPENSATION

The following payments and consideration shall be made to TOUCHSTONE for the services to be provided by TOUCHSTONE under this Agreement:

A. The Base Management Fee set forth in Section I to be paid to TOUCHSTONE, with the first payment of the Base Management Fee payable within five (5) days of the execution of this Agreement and thereafter payable monthly in advance during the Contract Term.

B. In addition to the Base Management Fee, TOUCHSTONE will receive the Incentive Management Fee described in Section I, payable within fifteen (15) days following delivery of the financial information related to the applicable incentive period and TOUCHSTONE'S calculation of such Incentive Management Fee. OWNER shall have the right to contest such calculation, but shall be required to resolve such calculation within 30 days of notice of such contest and if not resolved, make the payment based on TOUCHSTONE'S calculation with reservation of the right to contest.

C. TOUCHSTONE shall be reimbursed for reasonable out-of-pocket expenses, reasonable travel lodging expenses as provided for in the applicable budget or as otherwise approved by

OWNER. Such expenses shall be paid from the bank account utilized to pay operating expenses upon presentation of reasonable documentation of such expense.

V. PLANNING AND BUDGETS

On or before the dates set forth in Section I, TOUCHSTONE and OWNER shall have prepared and received OWNER's approval of an annual operating and capital budget for the remaining months of the current calendar year and no later than the dates set out in Section I for the subsequent calendar year(s). Until such time that the annual operating budget is complete and approved by OWNER, TOUCHSTONE shall use its best commercially reasonable efforts to operate the Golf Course Facility under the existing budget framework provided to TOUCHSTONE by OWNER or in a manner consistent with the current market position of the Golf Course Facility.

VI. RECORDS, ACCOUNTS AND REPORTS

A. TOUCHSTONE shall maintain books, accounts and records of the operations of the Golf Course Facility and all transactions related to the Golf Course Facility accurate in all material respects with periodic reporting to the OWNER as may be available utilizing current accounting systems maintained by the Golf Course Facility or its affiliates.

B. TOUCHSTONE shall provide monthly financial statements including a balance sheet, income statement, statement of cash flows, cash flow projection and other financial data reasonably requested by OWNER readily available from TOUCHSTONE's accounting systems no later than twenty-five (25) days following the end of each month. TOUCHSTONE is not responsible for the preparation of any state or federal income tax returns of the OWNER for the Golf Course Facility. Any financial reports requested beyond TOUCHSTONE's standard reporting package will be invoiced at \$150 per hour of work performed.

C. OWNER shall have the right, upon request, to examine all books and records and to, at OWNER's expense, request an audit.

VII. RESPONSIBILITY FOR EXPENSES

A. Everything done by TOUCHSTONE pursuant to and in the performance of this Agreement and all expenses incurred by it under this Agreement shall be for and on behalf of OWNER. OWNER shall pay and be responsible for all costs and expenses of maintaining, operating and supervising the operation of the Golf Course Facility, provided they are in accordance with the contracts and consistent with the approved budget or within permitted variances provided for elsewhere in this Agreement, to include, but not limited to the following:

1. The salaries, wages, health related benefits, other fringe benefits, workers compensation insurance and expenses of employees;
2. All costs and expenses of any advertising or business promotion;
3. Costs of goods sold, including inventory and supplies necessary to conduct the business of the Golf Course Facility;

4. All expenditures for capital expenditures, repairs and maintenance, equipment and supplies;
5. Premiums for insurance maintained;
6. All expenses of regulatory compliance, permits, etc., it being specifically agreed that (i) legal fees incurred in connection with regulatory compliance for such liquor licenses, food service, etc. are approved, and (ii) reasonable and necessary legal fees of attorney's retained by OWNER or otherwise approved by OWNER in advance, directly related to the operation and protection of the Golf Course Facility and OWNER's and TOUCHSTONE'S liability are approved;
7. Cost and expenses of utilities;
8. General and administrative and accounting costs, including forms and checks;
9. If included within the budget, consulting fees for certain expertise (e.g., agronomy) needed to address specific needs of the Golf Course Facility or if not included in the budget, if approved by OWNER and
10. Management Fees and reimbursable expenses of TOUCHSTONE as set forth herein.

B. OWNER is responsible for providing sufficient funds to cover the operating expenses for the Golf Course Facility. TOUCHSTONE, acting as authorized independent contractor for OWNER, will deposit all revenues of the Golf Course Facility into an operating account or accounts for the Golf Course Facility and TOUCHSTONE will have authority to draw upon the funds in the account to cover operating expenses. In the event that funds in an account are not sufficient to cover operating expenses, TOUCHSTONE shall advise OWNER of the shortfall or potential shortfall and OWNER shall deposit additional funds into the appropriate account in a timely manner in order to ensure that sufficient funds are available to meet the operational requirements, including the Base Management Fee, of the Golf Course Facility. Touchstone will have no obligation to contribute funds to the accounts of the Golf Course Facility.

C. TOUCHSTONE may cause the Golf Course Facility to incur any expense (i) that is included in the approved annual operating budget; (ii) that is needed to remedy any emergency situation that, in TOUCHSTONE'S professional judgment, is potentially hazardous, unsafe or damaging to the Golf Course Facility or to persons reasonably expected to be present at the Golf Course Facility (e.g., employees, patrons, authorized visitors) ("Emergency Expenditure"), as more particularly set forth hereinabove; or (iii) as otherwise expressly approved by OWNER. TOUCHSTONE shall not incur any expense that is not consistent with the annual operating budget without the prior written consent of the OWNER, except in the case of an emergency (as elsewhere provided in this Agreement) or as otherwise provided in this Agreement. TOUCHSTONE shall not enter into any contract, even if otherwise authorized hereunder, which binds or purports to bind OWNER or the Golf Course Facility without the prior written approval of OWNER if the term of such contract exceeds the Contract Period unless such contract is terminable on 30-days' notice. Excepting only Emergency Expenditures or expenditures included in the approved budget, TOUCHSTONE shall not incur any single expense, even if otherwise authorized hereunder, which is chargeable to OWNER or to the Golf Course Facility if the amount equals or exceeds five thousand dollars (\$5,000).

D. The annual operating budget may contain a "contingency" line item in an amount not to exceed three percent (3%) of the total annual operating budget. TOUCHSTONE may reallocate portions of the contingency to other items in the annual operating budget. TOUCHSTONE may also reallocate among line items, provided the total expenses to be incurred do not increase. No other reallocations of line items may be made by TOUCHSTONE without the prior written consent of OWNER. Unbudgeted minor expenditures unforeseen at the time of preparation of the annual operating budget, and reasonably deemed necessary by TOUCHSTONE, may be made without OWNER's authorization except that unbudgeted expenditures in excess of five percent (5%) of any major subtotaled line item's budget may not be made without OWNER's written approval in advance. In the event such request is submitted and OWNER does not respond within five (5) business days of receipt of the request, OWNER shall be deemed to have consented to such unbudgeted expenditures.

E. To the extent employees remain employed by an affiliate of OWNER, the Golf Course Facility will also be responsible for reimbursing such affiliate for all costs of such employees, including but not limited to salaries, wages, benefits, taxes, insurance and payroll processing costs, as applicable.

VIII. TERMINATION

A. The term of this Agreement shall be for the Initial Term plus Renewal Terms, if applicable.

B. This Agreement may sooner be terminated:

1. At any time by mutual agreement between TOUCHSTONE and OWNER or as set forth in Article I in the event of a sale of the Golf Course Facility.

2. Except as to matters subject to subsection 4 below as to which there is no cure period, upon the failure of the defaulting party to correct a material breach of this Agreement after the non-defaulting party has given not less than fifteen (15) days written notice of the default in writing to the defaulting party. In the event the material breach is of a type that requires longer than fifteen (15) days to cure, the defaulting party has taken steps before the end of the fifteen (15) day period to remedy the breach as are proper and diligent in all the circumstances and the defaulting party is diligently pursuing such cure. Any notice given pursuant to this subsection shall specify the full particulars of the default alleged.

3. In the event of gross negligence in the operation of the Golf Course Facility by TOUCHSTONE, upon written notice from OWNER.

4. Immediately upon written notice from TOUCHSTONE to OWNER in the event OWNER fails to make any required deposit to pay expenses of the Golf Course Facility (including the Base Management Fee) as required by this Agreement.

C. In the event of termination of this Agreement, except pursuant to paragraphs B2 or B3, OWNER agrees OWNER shall not hire, for a period of one (1) year following such termination, any general manager or golf course superintendent placed at the Golf Course Facility by TOUCHSTONE, without the express written consent of TOUCHSTONE which may be granted or withheld in TOUCHSTONE'S sole and absolute discretion.

IX. INDEMNITY

TOUCHSTONE shall not be liable to the OWNER for any loss or damage other than to the extent caused by TOUCHSTONE'S gross negligence or willful misconduct or TOUCHSTONE'S material breach of this Agreement and the OWNER both waives and releases TOUCHSTONE, its officers and employees and any other affiliated entities from any such liability for all injury, loss, damages, costs and expenses (including attorney's fees) collectively, the ("damages") arising from any cause whatsoever arising out of or resulting from TOUCHSTONE actions under this Agreement, except to the extent such damages shall be caused by TOUCHSTONE'S own gross negligence, willful misconduct or TOUCHSTONE'S material breach of this Agreement. OWNER does hereby indemnify and save harmless TOUCHSTONE, its officers and employees and any other affiliated entities from any such liability for all injury, loss, damages, costs and expenses (including attorney's fees) collectively, the ("damages") arising from any cause or condition related to the Golf Course Facility, whatsoever arising out of or resulting from TOUCHSTONE undertaking its duties under this Agreement, except to the extent such damages shall be caused by TOUCHSTONE'S gross negligence, willful misconduct or TOUCHSTONE'S material breach of this Agreement. TOUCHSTONE hereby agrees to indemnify and save harmless OWNER, its officers and employees and any other affiliated entities from any such liability for all injury, loss, damages, costs and expenses (including attorney's fees) collectively, the ("damages") to the extent such damages shall be caused by TOUCHSTONE'S own gross negligence, willful misconduct or TOUCHSTONE'S material breach of this Agreement.

Notwithstanding any other provision herein, OWNER shall indemnify, defend and hold TOUCHSTONE harmless from any and all cost, expense, liability, or obligation that may arise, or be imposed on the OWNER, TOUCHSTONE, or the Golf Course Facility under the Americans with Disabilities Act of 1990, as now in effect or hereafter amended, and all rules and regulations issued under that law (collectively referred to as the "ADA"), or under the Unruh Civil Rights Act (the "Unruh Act"). Without limitation of the foregoing, OWNER shall be solely responsible for compliance with any of the following requirements of the ADA and/or Unruh Act that may be applicable, and all cost and expense related thereto: barrier removal to ensure that members of the public with disabilities have access to the Golf Course Facility and all goods and services provided at the Golf Course Facility; providing auxiliary aids and services when necessary to remove communication barriers for members of the public with disabilities; compliance with the ADA Accessibility Guidelines when performing any alterations, renovations, or remodels, or when otherwise required by local, state or federal authorities; and providing reasonable accommodations for all employees and employment applicants with disabilities. This indemnification shall include the defense of any action or proceeding (including the payment of attorney's fees and court costs) brought against TOUCHSTONE by the U.S. Department of Justice, the Equal Employment Opportunity Commission, California Department of Fair Employment and Housing, or any individual or class of individuals, alleging violation or non-compliance with the ADA or Unruh Act, and payment of any liability arising out of such actions or proceedings.

X. REPRESENTATIONS AND WARRANTIES

A. OWNER represents and warrants to TOUCHSTONE as follows:

1. OWNER is duly organized and validly existing under the laws of the state of its creation and is qualified to do business and is in good standing in the state in which the Golf Course Facility is located, with full power and authority to enter into and execute this Agreement and to consummate the transactions contemplated hereby. OWNER has received all requisite partner or corporate approvals necessary for the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby and this Agreement constitutes the legal, valid and binding obligation of OWNER, enforceable against OWNER in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, moratorium, reorganization or other similar laws affecting debtors' and creditors' rights generally and general equitable provisions.

2. Except as disclosed in writing to TOUCHSTONE prior to the execution hereof or disclosed on Exhibit A, to the best of OWNER's knowledge, OWNER has not received written notice from any governmental authority that the existing use, maintenance and operation of the Golf Course Facility or any portion thereof violates any law or ordinance which has not been cured and to the best of OWNER'S knowledge, the Golf Course Facility is currently in compliance with applicable laws and ordinances, including without limitation, applicable liquor license rules and regulations. OWNER has not received any written notice from any mortgagee, insurance company, fire marshal or building inspector requiring or requesting the performance of any work or alterations to the Improvements which has not been performed.

3. OWNER has filed all federal, state, county, municipal and city income and other tax returns and reports required to have been filed by OWNER with respect to the Golf Course Facility, and has paid all taxes which have become due pursuant to such returns or pursuant to any assessments received by OWNER or is contesting such taxes in accordance with the requirements of applicable law.

4. There are no actions, suits, or proceedings pending or, to the best of OWNER's knowledge, threatened in any court or before or by any governmental authority against or affecting OWNER or the Golf Course Facility, except as disclosed in Exhibit A attached hereto and made a part hereof.

5. There is no pending eminent domain or condemnation proceedings against the Golf Course Facility or any part thereof and to the best of OWNER's knowledge, no such proceedings are presently threatened or contemplated by any authority with the power of eminent domain.

6. The OWNER is not aware of any contracts or other obligations outstanding for the sale, exchange or transfer of the Golf Course Facility or any portion thereof.

B. TOUCHSTONE represents and warrants to OWNER as follows:

1. TOUCHSTONE is duly organized and validly existing under the laws of the state of its creation as a Delaware limited liability company, and is qualified to do business and is in good standing in the state in which the Golf Course Facility is located, with full power and authority to enter into and execute this Agreement and to consummate the transactions contemplated hereby. TOUCHSTONE has received all requisite partner or corporate approvals necessary for the execution and delivery of this Agreement and the consummation of the transactions contemplated

hereby and this Agreement constitutes the legal, valid and binding obligation of TOUCHSTONE, enforceable against TOUCHSTONE in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, moratorium, reorganization or other similar laws affecting debtors' and creditors' rights generally and general equitable provisions.

XI. CONFIDENTIALITY

A. Each party at all times hereafter shall attempt to preserve the secrecy and confidentiality of all the other party's confidential information (as defined hereafter) as it relates to the operation of other party's golf facilities, shall not attempt to use or in any way appropriate the same for its own use or benefit and shall not knowingly disclose or knowingly permit to be disclosed to any person (other than employees of OWNER and TOUCHSTONE) confidential information without the prior written consent of the applicable party, except as required by law. Nothing contained in this Agreement shall obligate either party to transfer to the other party any confidential information at any time, including, upon termination of this Agreement. "Confidential information" means all information and data related to TOUCHSTONE, used by TOUCHSTONE in connection with TOUCHSTONE'S obligations hereunder and related to other Golf Course Facilities of TOUCHSTONE, which information and data relates to TOUCHSTONE trade secrets, ideas, know-how, improvements, inventions, technologies or internal business facts (including financial and operating information), except such information or data which is generally available to the public without OWNER's fault or is acquired in good faith by OWNER from a third party who OWNER has no reason to believe acquired the same in other than good faith and who is not under any obligation to TOUCHSTONE in respect thereof.

B. TOUCHSTONE is permitted to identify its relationship with the Golf Course Facility in its advertising and marketing literature and website, including a photograph of the Golf Course Facility acceptable to OWNER, with a generic reference stating that the Golf Course Facility, is a client (or upon expiration of the Contract Period, was a client) of TOUCHSTONE.

XII. FORCE MAJEURE

A. For the purposes of this Section XII, "force majeure" shall mean an act of God, strike, lockout or other industrial disturbance, act of a public enemy, war blockade, public riot, lightning, fire, storm, earthquake, flood, explosion, governmental restraint, breakage or accidents to equipment and any other cause, whether of the kind specifically enumerated above or otherwise, which shall not reasonably be within the control of the party claiming suspension. Force Majeure does not include any financial incapacity.

B. If TOUCHSTONE or OWNER is unable, wholly or in part, by reason of force majeure (as herein defined) to carry out an obligation under this Agreement, such obligation shall be suspended so far as it is affected by such force majeure during the continuance thereof. The party unable to perform shall give the other party prompt notice of such force majeure with reasonably full particulars thereof and, insofar as is known, the probable extent to which it will be unable to perform or be delayed in performing such obligation. The party unable to perform shall use all possible diligence to remove such force majeure as quickly as possible.

C. The requirement that any "force majeure" shall be removed with all possible diligence shall not require the settlement by the party unable to perform due to strikes, lockouts or other labor disputes or the meeting of any claims of or demands by any supplier or government entity contrary to the wishes of TOUCHSTONE or OWNER or which may be harmful to OWNER or to TOUCHSTONE.

XIII. NO WAIVER

No delay or failure on the part of any party in exercising any right hereunder shall impair any such right or any remedy of the party so delaying or failing, nor shall it be construed to be a waiver of any continuing breach or default hereunder or any acquiescence therein or of any similar breach or default thereafter occurring, nor shall any waiver of any single breach or default hereunder be deemed a waiver of any other breach or default theretofore or thereafter occurring.

XIV. AMENDMENTS

This Agreement can be changed, waived, released or discharged only by written amendment executed by the parties hereto.

XV. SEVERABILITY

A. If it is held by a court of competent jurisdiction that:

1. any part of this Agreement is void, voidable, illegal or unenforceable; or
2. this Agreement would be void, voidable, illegal or unenforceable unless any part of this Agreement were severed from this Agreement;
3. that part shall be severable from and shall not affect the continued operation of the rest of this Agreement.

B. The provisions of Section XV(A) shall not apply if the part of the Agreement affected is a substantive part in which event the parties shall in good faith renegotiate the provisions of the part so affected.

XVI. ASSIGNMENT

A. This Agreement shall be binding on all parties hereto and their respective successors and assigns.

B. A party shall not assign its rights and shall not be (except as provided herein) released from its obligations in, to, or under, this Agreement.

XVII. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which, when so executed, shall be deemed to be an original and such counterparts shall together constitute an agreement.

XVIII. NOTICES

Any notice, document or other item to be given delivered, furnished or received under this Agreement shall be deemed given, delivered, furnished or received when given in writing and personally delivered to an officer of the applicable party, sent by e-mail, receipt of which is confirmed, or upon delivery by a national overnight courier service to the addresses set forth in this Agreement or such other address as the party has notified the other party is their current delivery address.

XIX. MISCELLANEOUS

A. The relationship between OWNER and TOUCHSTONE is that of independent contractors, and except as herein expressly provided, neither party is granted any right or authority to assume or create any obligation or responsibility, express or implied, on behalf of or in the name of the other or to bind the other in any manner or thing whatsoever.

B. This Agreement constitutes the entire agreement between the parties as to the management of the Golf Course Facility, and all prior or contemporaneous, oral or written agreements or instruments are merged herein.

C. The remedies provided herein for breach of this Agreement are not exclusive; and, in event of breach, the parties hereto have all the remedies provided by law.

D. This Agreement is not intended and does not create any rights or interest in persons not a party hereto.

E. In those circumstances provided herein in which approval by a party is required, such approval shall not be unreasonably withheld, conditioned or delayed.

XX. APPLICABLE LAW

This Agreement is subject to the law of the state in which the Golf Course Facility is located, and the parties submit to the jurisdiction of the courts of that State.

IN WITNESS WHEREOF, the parties, have signed this agreement on the date first hereinbefore written.

TOUCHSTONE GOLF, LLC, a Delaware limited liability company

By: _____

Name: Stephen T. Harker

Title: Chief Executive Officer

a _____

By: _____
Name: _____
Title: _____

**GOLF COURSE FACILITY MANAGEMENT AGREEMENT
LIST OF EXHIBITS**

- Exhibit A Known Litigation and Other Matters Related to the Golf Course Facility
- Exhibit B Sample Incentive Management Fee Calculation

EXHIBIT A

KNOWN LITIGATION AND OTHER MATTERS
RELATED TO THE GOLF COURSE FACILITY

EXHIBIT B

SAMPLE INCENTIVE MANAGEMENT FEE CALCULATION

<u>Incentive Calculation</u>		
Earnings Before Interest, Taxes, Depreciation and Amortization ("EBITDA")	Current Year	-50,000
Earnings Before Interest, Taxes, Depreciation and Amortization ("EBITDA")	Prior Year	-150,000
Improvement		\$100,000
Incentive Percentage	20%	
Incentive to Touchstone Golf		\$20,000
<i>Not actual numbers, example only.</i>		
Note: For purposes of the annual calculation, any incentive fee paid in the prior period shall be excluded to determine the actual full improvement in EBITDA.		



Weatherford College Board of Trustees Report

DATE: January 11, 2024

AGENDA ITEM#6.a.

SUBJECT: Wise County, Academics, and Student Services Update

INFORMATION AND DISCUSSION:

Program Updates:

Wise County:

- WCWC spring enrollment is up from this point last year by 30% and we are optimistic that the trend will continue.
- WCWC was awarded the Large Business Award for 2023 by the Wise County Chamber of Commerce at the annual gala held December 14, 2023.
- There were 59 ADN RN completers in the Fast-Track program from WCWC that took part in the pinning ceremony December 16, 2023.

Academics:

- Our Wise County Fast Track 4th semester students have finished their NCLEX predictor with phenomenal results:
 - Traditional Day students-92%
 - Traditional Night students-96%
 - Transition Day students-81%
- The Spring 2024 Connections Week is underway. Internal employees can view the page on our Sharepoint Site with 16 different sessions to select to enhance professional development opportunities at Weatherford College.
- The following faculty have been selected to engage in Quality Matters to develop best practices in Teaching and Learning:
 - Julie Moeller, Technology Services
 - Sharon Johnson, Public Safety
 - Jennifer Miller, Life Sciences
 - Rob Laney, Fine Arts
 - John Flanagan, Social Sciences
 - Tasha Brown, Behavioral Sciences



- Workforce Development is convening a team of 24-36 individuals in January from industry, secondary education, economic development, work force boards, and community partners to participate in the biennial Comprehensive Local Needs Assessment through the Carl D. Perkins Basic Grant.
- The Vocational Nursing program is planning on starting two new Vocational Nursing programs for Fall 2024. A two-year high school program in partnership with Weatherford ISD and an 18-month extended evening weekend program for students that have a heavy work schedule.
- Enrollment for the Medical and Health Services Management program is growing. Spring 2024 we will have 16 Students and we will be graduating our first cohort this May.
- The WCWC and WC Associate Degree Nursing programs will be starting Evening Weekend LVN to ADN programs Spring 2025.
- The inaugural cohort of the Bachelor in Early Childhood Education and Teaching, begins this spring with 11 students.
- Save the week of May 13th for completion and pinning ceremonies across our academic divisions. The Deans are collaborating with Program Directors and Department Chairs to create one week for ceremonies in order to reserve the performance hall and serve our community.
- December Public Safety Graduates: 72.
- Overall Registry/Licensure Exam First Attempt Pass Rate: 79%

Workforce Education:

- Law Enforcement: All 24 cadets from the most recent academy passed the state licensing test, and agencies have hired 21 students (88%).
- EMT: Twelve of fourteen students passed the national registry, and two will retake the exam on 1/5/2024. Ten of fourteen (71%) of the students are returning in 24SP to complete the paramedic program.
- Paramedic: Seven of fourteen students passed the national registry, and five of the seven (71%) were hired. Seven will retake the exam on 1/5/2024.
- Fire Academy: Fourteen of twenty (70%) students passed Firefighter One on their first attempt (01/02/24). 16 of 20 (80%) passed HazMat Awareness. 17 (85%) passed HazMat Operations. Seven of thirteen (54%) attempted and passed Firefighter Two. Seven did not attempt the Firefighter Two exam. No employment data was reported.

Student Services:

- December saw over 300 WC students graduate or earn a credential.
- In December, 419 students met with advisors in a face-to-face format to aid them in getting registered for classes. The average wait time for those students before meeting with an advisor was twelve minutes. This does not include the almost



countless emails answered, 956 call received, and numerous advising over the phone that occur on a daily basis. Starting in December and continuing until the start of the spring semester, Student Services and Financial Aid were and are staying late on Tuesday evenings and Saturday mornings to help our students who cannot come in during the college's regular hours.

- In November Student Services staff met with 124 Weatherford High School students and helped to register them in classes.
- Student Services has received 1,287 applications for the spring semester. This includes 121 of those applications for students taking winter-mini classes and 160 dual-credit applications for the spring.
- The Office for International Students is seeing a notable increase in students coming in for the spring semester.
- The Registrar's Office in December sent out 442 transcripts and received over 130 transcripts or high school diplomas. This office in December also processed over 300 transcript transfer reviews (a rather lengthy process).
- Veteran Affairs answered 230 phone calls in December, met with twenty-five students in face-to-face advising meetings, and completed seventy-nine certifications.
- In December, Education Navigation met with all thirty-seven of their clients (which are WC students). Of those thirty-seven, eleven graduated from WC and will continue to work with their Education Navigation counselor, called a "Navigator," for the next few months as they move into the workforce. They have interviewed a number of prospective new clients and accepted fourteen of them.
- In December (2-week testing window), the Testing Center tested 194 Weatherford College student make-up exams and finals of which 115 were Special Accommodations. They administered the TCOLE licensing exam to twenty-four Basic Peace Officer Academy students and administered the National Registry EMT licensing exam to the thirty-one students in Basic EMT and Paramedic classes. Ninety-four Pearson Vue exams were also administered.
- Disability Services served 257 students in the fall semester (221 on campus/online students and thirty-six dual-credit students). Forty-eight of their students took their final exam in private rooms in the testing center and of those, thirteen were proctored by WC staff.
- In the month of December, Coyote Clinic had nineteen visits (five COVID, one strep, zero flu). For the calendar year the Clinic saw 448 visits. In December the Clinic also precepted seven RN to BSN students, provided information to students on suicide prevention in the ACAD building, and provided tips for students during Final Weeks on how to "fuel up for finals" in a healthy manner, also in the ACAD building.
- The Coyote Care Center in December counseled thirty individuals either in person or via Zoom. The two counselors, Aimee Schwartz-Jarett and Dean Doug Jefferson, were



meeting regularly with thirty-six patients either every week or every other week. The Coyote Care Center's 'Calm Room' is almost complete and should be completed by the end of January.

- Financial Aid in December met face-to-face with ninety-five students, advised or answered questions via the phone to 450 students or would-be students, and answered 232 emails to students or would-be students about their financial aid. Financial Aid processed 228 PELL Grant applications and awarded ninety-two. Met with two students about changing their FAFSA status (a very labor-intensive process for the Financial Aid advisors). They originated 200 student loans and helped 110 students make changes to their loans. They were able to award 41 scholarships to students and awarded two students with Workforce Aid. Did 2,596 SAP (Standards of Progress) evaluations and processed 130 refunds.
- The Office of Student Development was exceptionally busy at the end of the fall semester. They judged the Christmas decorating contest among the departments (it was a tie between the Business Office and Financial Aid) and decorated the cafeteria to encourage holiday cheer among the students and WC employees. Continued to manage the game room in the Doss Student Center, organized a holiday craft activity for WC staff, and also gathered large amounts of food donations at the WC Employee Recognition Dinner whereupon it was distributed to both the Coyote Pantry (housed in the Baptist Student Ministry) and to the kitchen of Coyote Village.
- Housing conducted an inspection on all apartments of Coyote Village after the semester came to an end. They continued to manage the smaller number of students that were being housed in a nearby hotel due to flood that occurred in mid-November in Building Two. It is expected that all repairs to the last three apartments (the ones most heavily damaged) will be concluded on January 12, and students for those three will finally be able to return.
- During December, sixty-two individual tours were conducted by the WC Ambassadors as well as group tours with a total of eighty-four students. WC Ambassadors also worked at the Employee Recognition Dinner.
- Weatherford College also has three federally funded grant programs overall known as TRIO meant to provide aid for students that are low income, first generation, or dealing with certain disabilities.
 - Talent Search, headed by Sammie Calixtro, serves 592 students starting in sixth grade and going through twelfth grade. These specialists travel around to six different school districts (Weatherford, Santo, Jacksboro, Bridgeport, Springtown, and Mineral Wells) and fourteen schools within those districts. There they recruit students into the program and then provide them guidance and encouragement to pursue post-secondary education. The Talent Search team has yet again not only met, but exceeded every single objective of their



Annual Performance Report (APR). Talent Search is required to have at least seventy-eight of their graduating high school seniors enrolled in post-secondary education programs and this past year they had ninety-five enrolled. Quite an accomplishment. Stacy Rhodes, Talent Search Secretary, was recognized as a Staff Member of the Semester in the fall.

- Upward Bound, headed by Christine Endy, serves fifty-six students at the high schools of Gordon, Mineral Wells, Millsap, and Springtown. The program recruits students from the ninth grade to the twelfth. Due to their smaller numbers, they work more closely with their students than Talent Search does and can. Eighty-six percent of their graduating seniors enrolled in post-secondary programs and institutions including here at Weatherford College. One hundred percent of their students met Texas performance requirements on standardized tests and completed advance math courses.
- Student Support Services, headed by Maria Gallegos, serves a bit over 150 WC students. Of the 159 students that are currently in the program, 105 had a 3.0-4.0 GPA and thirty-eight with a 2.0-3.0 GPA. This is the 25th anniversary of the SSS program here at WC and a big celebration is planned for later this academic year.
- Two other aspects of Student Services include our chatbot (called Champ) and Facilities Requests.
 - Over the past year students have interacted with Champ 17,502 times. The more frequent questions include such things as “how do I get to Canvas?” or “how do I contact my professor?” These are simple answers to simple questions, but important ones for students. Not only does this help out students in a manner that they are frequently comfortable with, Champ also helps to reduce the number of phone calls and emails to Students Services, thus allowing us to provide more time helping other students who need greater help.
 - In the middle of the summer, Student Services took on the task of facilities management. While there were and still are some bumps, we are becoming increasingly comfortable with this. Over the past calendar year, the college has hosted seventy-three events that were unrelated to the college. The vast majority of those in the Workforce Building. In total, facilities requests reserved a total of 467 events for the year. Most of those were college events or college sponsored and the two buildings used the most were Workforce followed by the ACAD building.



Numbers with Heart:

- At the Employee Awards Dinner in December, Student Services' very own Tammy Peters, Secretary for Veterans Affairs, was recognized as Staff Member of the Year. While it was obvious when her name was called that she was shocked and surprised by the recognition, it really should come as no surprise to anyone who knows how deeply she cares about veterans and how hard she works for them. "I tend to spoil them and probably do too much for them" she stated when interviewed. In fact, when her veteran students head off to universities, they frequently contact her to complain that there is "no Tammy here." When asked why she goes so above and beyond for them, she stated "they need that help. It is hard to believe, but these men and women who just a few months before were dodging bullets come to college and are sometimes scared to be here." Her love of her job and her love for her veterans is abundantly clear. This perhaps explains the ongoing positive growth in the numbers of veteran students at the college. In the fall of 2021, there were 198 veteran students (and their beneficiaries) here at WC. That number has now grown to close to 300 at the start of the fall semester. She is also in charge of planning and executing the college's annual Veterans Day event. This ceremony has always come off in a stellar fashion no matter the weather. This is just another testament to her dedication and professionalism. As she states, "it's not work if you love what you do." The word love is key here. It is her love for her veterans and WC that drives her, defines her, and makes her an absolutely wonderful representation of what Staff Member of the Year is all about. Congratulations Tammy Peters for your well-deserved honor.



Weatherford College Board of Trustees

DATE: January 11, 2023

AGENDA ITEM #6.b.

SUBJECT: Bus specifications report

INFORMATION AND DISCUSSION: Our current 38 passenger Freightliner bus does not meet our needs due to frequent mechanical problems and lack of seating capacity. The Athletic Department, Police Department (manages vehicle fleet), and other campus stakeholders have viewed four possible replacements. The task force looked at units built by MCI, Van Hool, Freightliner, and Prevost buses.

This process will help us build specifications for a future sealed bid process for a proposed new bus. Some of the specifications could include:

- 50-plus person seating capacity
- A gross vehicle weight rating sufficient to transport a full baseball team with their equipment
- A restroom
- Sufficient leg room to accommodate most of our student-athletes
- Power outlets/charging stations in each seating row
- Rooftop and side window emergency exits
- A 360-degree camera system
- Quality air conditioning capable of extended operation in 100-degree temperatures
- Onboard wi-fi
- High-quality interior with synthetic leather seating
- An extended warranty—at least 30 months on all key components
- Service center within 80 miles of campus
- On-board TV screens to allow coaches to show game footage, etc. during trips.

We will take what we learned and work with the Purchasing Department on building specifications for sealed bids for future board consideration.

ATTACHMENTS: Bus Options Summary Sheet

SUBMITTED BY: Anthony Bigongiari, Chief of Police

	Bus Examples			
Make/Model	MCI J-Series Limo Package	Van Hool CX45	Freightliner Ultra Coachliner DXL	Prevost H3-45 Streamline Plus
Vendor	MCI	ABC Companies	National Bus Sales	The Bus Coach
Approximate Price	\$615,000.00	\$600,000.00	\$413,000.00	\$653,000.00
Seating Capacity	56	60	56	56
Warranty	30 month MCI warranty, some items covered longer. 5 year engine and transmission warranty (through Cummins and Allison).	Engine: 5 year/500,000 miles, transmission is 5 years/unlimited miles. Bus, Chassis and AC warranty: 30 Month/250,000 mile warranty with VanHool.	Freightliner Chassis Warranty: Basic Chassis 2 yrs/unlimited, Frame 5 yrs/unlimited, Engine 3 yrs/unlimited, Transmission 3 yrs/unlimited, Axles 4 yrs/unlimited, Conversion Warranty - 3 yrs/36,000 mile limited warranty.	2-two year coach warranty and a 5-five year, 500,000 mile Volvo D13 engine warranty and a 5-five year Unlimited mileage Allison B500 Transmission warranty.
Distance to Service	58 Miles (Dallas)	47.5 Miles (Grand Prairie)	31.8 Miles (Fort Worth)	50 Miles (Fort Worth)
Delivery Time	1-2 months, unless we request a custom build.	3-4 months	6 months	August 2024 (with deposit 20k)
Misc. Notes	Delivery 1-2 months as long we take a coach they are already building. Offered hands-on familiarization training for our driver. Most leg room of all models.	Luxury interior. Salesperson claimed that VanHool has the best air-conditioning in the business.	Cost-effective, and the luxury of the interior is in the same ballpark as the other options. However, the problems with our current Freightliner bus are the reason we are looking for a replacement in the first place. Delivery time is a concern as well.	We were only able to see a well-used charter bus from Prevost. 8 month lead time before we could get one.
Additional Links and Information	Features - MCI	ABC Service Centers		Prevost H3-45 Online
	Coach + Tech Support - MCI	ABC Customer Care Team		
		Training Videos		



**Weatherford College Board of Trustees
Report**

DATE: January 11, 2024

AGENDA ITEM #6.c.

SUBJECT: Coyote Radio Station Update, Dave Cowley

INFORMATION AND DISCUSSION: Dave Cowley will present details on the ongoing growth and impact of the Coyote Radio Station at Weatherford College.

ATTACHMENTS: None

SUBMITTED BY: Dave Cowley, Coyote Radio Station General Manager



Upcoming Events

- January 13 Women's Basketball – WC vs McLennan
(Graber Athletic Center, 2:00 p.m.)
- Men's Basketball – WC vs McLennan
(Graber Athletic Center, 4:00 p.m.)
- January 18 Reception Celebrating Coach McKinley's 1,000 Wins
(Emerging Technologies and Workforce Bldg, 4:30 to 6:00 p.m.)
- January 24 Women's Basketball – WC vs Ranger
(Graber Athletic Center, 5:00 p.m.)
- Men's Basketball – WC vs Ranger
(Graber Athletic Center, 7:00 p.m.)
- January 27 Women's Basketball – WC vs Cisco
(Graber Athletic Center, 2:00 p.m.)
- Men's Basketball – WC vs CYM Prep
(Graber Athletic Center, 4:00 p.m.)
- January 30 Color Theory, Faculty Jazz and Painting
(Alkek Fine Arts Theatre, 7:00 p.m.)
- February 3 Baseball – WC vs Lamar CC
(Williams Ballpark, 1:00 p.m.)

- February 4 Baseball – WC vs Lamar CC
(Williams Ballpark, 1:00 p.m.)
- February 9 Piano Competition Winner's Recital: Carter Johnson
(Alkek Fine Arts Theatre, 7:00 p.m.)
- February 12 Ex Students Luncheon
(Doss Strain Room, 12:00 p.m.)



**Weatherford College Board of Trustees
Closed Session**

DATE: January 11, 2024

AGENDA ITEM #8.a.

SUBJECT: Deliberation of Real Property in Accordance with Government Code 551.072.

INFORMATION AND DISCUSSION: The Board may deliberate items regarding real property in accordance with Government Code 551.072.

RECOMMENDATION: None.

ATTACHMENT: None.

SUBMITTED BY: Dan Carney, Chair of the Board of Trustees



**Weatherford College Board of Trustees
Closed Session**

DATE: January 11, 2024

AGENDA ITEM #8.b.

SUBJECT: Deliberation of Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee in accordance with Government Code 551.074.

INFORMATION AND DISCUSSION: The Board may deliberate on the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee as discussed in closed session.

RECOMMENDATION: None at this time.

ATTACHMENT: None.

SUBMITTED BY: Dan Carney, Chair of the Board of Trustees



Weatherford College Board of Trustees

DATE: January 11, 2024

AGENDA ITEM #9

SUBJECT: Consideration and Possible Action: Real Property

INFORMATION AND DISCUSSION: The Board may decide to act on items that include real property.

RECOMMENDATION: None.

ATTACHMENT: None.

SUBMITTED BY: Dan Carney, Chair of the Board of Trustees



Weatherford College Board of Trustees

DATE: January 11, 2024

AGENDA ITEM #10

SUBJECT: Consideration and Possible Action: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee in accordance with Government Code 551.074.

INFORMATION AND DISCUSSION: The Board may decide to act on the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee as discussed in closed session.

RECOMMENDATION: None at this time.

ATTACHMENT: None.

SUBMITTED BY: Dan Carney, Chair of the Board of Trustees



Adjourn