

**EXECUTIVE COMMITTEE MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.
HOTEL JACARANDA, AVON PARK
April 16, 2019**

Members Present: Ms. Patty Manderville, President Mrs. Robin Weeks, Treasurer
Mr. Tres Stephenson, Vice-President Mr. Terry Atchley, Past-President
Mr. Michael Kelly, Secretary Mrs. Lana Puckorius

Excused: Mrs. Christy Crews Dr. Thomas Leitzel, SFSC President

Staff Present: Mrs. Jamie Bateman Ms. Jill Sconyers
Ms. Melissa Lee Mrs. Deanne Shanklin

I. CALL TO ORDER

At 12:06 p.m., Ms. Manderville, President, called to order the Executive Directors meeting of the SFSC Foundation. Mr. Stephenson made a motion, seconded by Mr. Atchley, to approve the agenda as presented. The motion passed unanimously.

II. APPROVAL OF MINUTES

Mr. Atchley made a motion, seconded by Mr. Stephenson, to approve the minutes of the 2/12/19 meeting as presented. The motion passed unanimously.

III. FINANCIAL REPORTS

a. Ms. Lee reported that February investments were down from January, but still positive for 2019.

b. Ms. Lee thanked the Finance Committee members for their hard work and thoughtful consideration over the past few months regarding our investment companies. She stated that the Finance Committee interviewed several investment companies, and recommended the Foundation go from three to two companies, in part to reduce fees. The Finance Committee recommend the Foundation use South Street Advisors and US Trust. They recommend the funds in SunTrust be transferred equally to the selected two, and that they be reviewed in a year or two to evaluate results and consider reducing to just one management company. Mr. Atchley made a motion to accept the recommendations of the Finance Committee, seconded by Mrs. Weeks. The motion passed unanimously.

c. Mrs. Bateman reviewed the gift summary report. Mrs. Puckorius asked about the gifts-in-kind. They are the donations for the silent auction at our spring event. There were no other questions about the report.

IV. FOUNDATION MISSION STATEMENT DISCUSSION

Mrs. Bateman explained this is for the Capital Campaign, as discussed at a previous Foundation board meeting. She presented the proposed message changes as suggested by the board. Mrs. Puckorius made a motion to accept the proposed changes to the capital campaign message, seconded by Mr. Stephenson. The motion passed unanimously. In regards to the capital campaign, Mrs. Bateman shared that she and Dr. Leitzel have had contact with a potential donor to our capital campaign. She will share more information as it is available.

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V. FOUNDATION UPDATES

a. Mrs. Bateman reviewed the proposed dates for board and executive committee meetings next year. As this year, noon for executive and 6 p.m. for the full board is recommended. A motion was made by Mr. Atchley and seconded by Mrs. Puckorius to accept these dates and times and present them to the full board as proposed. The motion passed unanimously.

b. Mrs. Bateman shared information on each of the two Innovation Grant requests. Ms. Austin requests \$1,500 to offset the cost of instructor books through the Open Stax system. Mr. Atchley made a motion, seconded by Mr. Stephenson, to approve the Innovation Grant request of Ms. Austin. The motion carried unanimously. In the second request Mr. Sconyers requests \$1,500 to offset the remaining cost to purchase a state-of-the-art intraoral camera for the Dental Department. He shared that he had funds left from his Endowed Chair, but it was not enough to pay for the camera. The Innovation Grant funds would be used to make up the difference. Mr. Atchley made a motion, seconded by Mrs. Weeks to approve the Innovation Grant request of Mr. Sconyers. The motion passed unanimously.

VI. ALUMNI UPDATE

Mrs. Shanklin shared that she had a contest through the SGA on campus requesting current students sign up to receive the Alumni Newsletter. Those who signed up were entered in a drawing. Mrs. Shanklin shared that 63 students have been added to her roster! She invited all board members to attend the Alumni Founder plaque unveiling this Thursday at 4:30 p.m. in Building B. When asked who the founders are, she answered: Patty Manderville, Don Appelquist, Jane Hancock, Max Gooding, Lena Phelps, John Scherlacher, Sarah Sconyers and Darrell Jensen. Mrs. Shanklin also invited the directors to attend the alumni sponsored student art show in MOFAC immediately following the plaque presentation.

Mrs. Shanklin then shared information on the Mystery Dinner, comparing fundraising results over the past few years, and to our Jubilee and Christmas Luncheon. Mrs. Bateman asked the directors to talk with the folks who attend our event to see what the overall opinion was of the event.

VII. TIME FOR DIRECTORS

Ms. Manderville opened the floor to the directors, there were no comments. Mrs. Puckorius asked for more information about our SFSC Fall Showcase. Mrs. Bateman shared that Howl at the Moon would perform in the University Center auditorium, and there would be a social hour before the event. The date is October 12, 2019, but the cost is not yet determined.

VIII. ADJOURNMENT

There being no further discussions, Ms. Manderville adjourned the meeting at 12:49 p.m.

Respectfully submitted,

Michael Kelly

Board Secretary