

**BOARD OF DIRECTORS MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE FOUNDATION  
HOTEL JACARANDA  
MAY 14, 2019**

**Members Present:**

Mr. Terry Atchley	Mr. William Jarrett Jr.	Mrs. Lana Puckorius
Judge Angela Cowden	Mr. Darrell Jensen	Mr. Tres Stephenson
Mr. Robert Duncan	Mr. Michael Kelly	Mrs. Robin Weeks
Mr. Don Elwell	Dr. Thomas Leitzel	Dr. David Willey
Judge Peter Estrada	Ms. Patricia Manderville	

**Excused:**

Judge Danielle Brewer	Senator Denise Grimsley	Mrs. Nida Roquiz
Dr. Catherine Cornelius	Mrs. Joan Hartt	Mr. John Shoop
Mrs. Christy Crews	Dr. Sunaina Khurana	Mr. Tim Texley
Mr. Alex Fells	Mrs. Becky McIntyre	Dr. Vinod Thakkar

**Others Present:**

Mrs. Jamie Bateman	Mr. Glenn Little	Mr. Bob Swaine
Mr. Mark Cox	Mrs. Deanne Shanklin	
Ms. Melissa Lee	Ms. Jill Sconyers	

**I. CALL TO ORDER**

At 6:01 p.m., the Board of Directors meeting of the SFSC Foundation was called to order by President, Ms. Patricia Manderville. Mr. Atchley made a motion, seconded by Mr. Duncan, to adopt the amended agenda of the regular meeting of May 14, 2019 and the agenda of the regular meeting of March 19, 2019 as presented. The motion passed unanimously.

**II. CONSENT AGENDA**

Ms. Manderville asked for a review of the Consent Agenda and asked if there were any questions. There were none. A motion to approve the Consent Agenda of the regular meeting of May 14, 2019 was made by Mrs. Puckorius and seconded by Mr. Stephenson. The motion to accept the Consent Agenda passed unanimously.

**III. WARRANT LIST**

Mrs. Weeks reviewed the Warrant List, and Ms. Manderville asked if she had any questions or concerns, she did not. Mrs. Puckorius made a motion, seconded by Mr. Jensen, to accept the Warrant Lists for 1/1/19 – 2/28/19 and 3/1/19-4/29/19 (previously reviewed) as presented. The motion passed unanimously.

**IV. FOUNDATION RECERTIFICATION**

Mrs. Bateman requested authorization to request recertification as a DSO to the Board of Trustees at their June Meeting. Mr. Elwell made a motion to authorize Mrs. Bateman to

request recertification as a DSO to the Board of Trustees at their June meeting, seconded by Dr. Willey. Mrs. Puckorius abstained from voting and the motion passed unanimously.

**V. 2018 FINANCIAL AUDIT**

Mr. Mark Cox reviewed the SFSC Foundation audit for 2018. He shared that due to changes in auditing requirement a comparison of financial audits results for 2017 was not available, but a comparison would be next year. He said the audit went well with no findings. He complimented the SFSC Business Office staff for their efficient and professional work. A couple of questions were asked and satisfactorily answered by Mr. Cox. Mr. Stephenson made a motion to accept the audit as presented, it was seconded by Mrs. Weeks. The motion to accept the audit as presented passed unanimously.

**VI. FOUNDATION UPDATES**

- a. Mrs. Bateman reviewed the calendar and requested a vote on the proposed meeting dates for 2019-2020. Judge Estrada made a motion, seconded by Mr. Stephenson, to approve the meeting schedule as presented. The motion passed unanimously. Mrs. Bateman also pointed out that there would be some preventative maintenance on the hotel and a press release is being generated by the college marketing department.
- b.
  1. Mrs. Bateman shared that based on the informal survey she conducted, she had good feedback on the Mystery Dinner, and that many participants thought it would be fun to do it again. Mrs. Bateman reminded the board that it was not a fundraiser as our spring galas had been in the past, so the profits were substantially lower. She stated that the Fall Showcase event is targeted to be our premier fundraiser. She presented a picture to Mr. Duncan from the event, and he was delighted.
  2. Mrs. Bateman reminded board members that our Fall Showcase event is scheduled for Saturday, October 12. She requested support of all board members with a donation of at least two bottles of wine for our "wine pull." Mrs. Bateman stated that Howl at the Moon has been secured for the event.
  3. Mrs. Bateman said the Jubilee and Christmas Luncheon are scheduled for the same week this year. The Avon Park Christmas Parade is always on the Monday after Thanksgiving, and that the date we wanted for our luncheon was unavailable, so we had to move it up one week.
- c. Mrs. Bateman stated that South Street Advisors and US Trust were recommended by the Finance Committee and selected by the Executive Committee. They have been notified and steps are underway to close out and transfer the funds from SunTrust to the selected two.
- d. Mrs. Bateman shared that we have received some confirmations of Capital Campaign gifts, both immediate and as planned gifts, and once the paperwork is finalized, she will share the donor names and details with the board. She also shared new promotions for our campaign that will include billboards and Heartland Living magazine.
- e. Mrs. Bateman reviewed the six Innovation Grants awarded this year and asked if the Board wanted to continue funding with a budget of \$10,000 and a maximum

- \$1,500 per award. After some discussion, Mr. Atchley made a motion, seconded by Mrs. Weeks, to approve the \$10,000 budget and \$1,500 per award for academic year 2019-2020. The motion passed unanimously.
- f. Mrs. Bateman reviewed the Trending Now and Artist Series sponsorship benefits at our traditional \$2,500 level. She stated that the tickets we receive for our sponsorship are used for our annual sponsors, as gifts when we do presentations, as an enticement to potential donors and are offered to board members when any are available. She stated that Cindy Garren said she needs Trending Now sponsorship more than Artist Series. Mr. Atchley made a motion, seconded by Mrs. Puckorius to approve the Trending Now sponsorship at our previous level of \$2,500. The motion passed unanimously.
  - g. Mrs. Bateman shared concern over the benefits of sponsoring MOFAC exhibits, stating she did not see any significant benefit to the Foundation. She suggested the board decide if the Foundation and the Alumni Association should continue this sponsorship. After some discussion, Mrs. Puckorius made a motion, seconded by Judge Cowden to discontinue MOFAC sponsorship. The motion passed unanimously.
  - h. Mrs. Bateman then discussed the two leases the Foundation has with the college, the Hotel Jacaranda and the Teacherage. She stated that there would be no rent increases this year, and asked for a motion to approve renewing the leases at the proposed rental rates. Judge Estrada made a motion, seconded by Mr. Atchley, to accept the lease agreement for the Hotel Jacaranda as proposed. The motion passed unanimously. Then Mr. Atchley made a motion, seconded by Judge Estrada to accept the lease agreement for the Teacherage as proposed. The motion passed unanimously.
  - i. Mrs. Bateman discussed the Corporate Authorization Resolution with CenterState Bank, requesting adoption of the resolution. After some discussion, Mr. Jensen made a motion, seconded by Mrs. Weeks, to adopt the Corporate Authorization Resolution as presented. The motion passed unanimously.

## **VII. ALUMNI UPDATE**

Mrs. Shanklin shared pictures from a previous Lunch Bunch and shared the dates of the upcoming lunches. Judge Cowden asked if we do some kind of Legacy Breakfast or generational event to encourage participation and donations from alumni who now have children attending SFSC. Mrs. Shanklin and Mrs. Bateman thought this was a great idea and they would do some research about it, and bring it up at an Alumni meeting.

## **VIII. TIME FOR DIRECTORS**

Ms. Manderville asked if any board members had anything to share. Dr. Leitzel shared that funding from the state was not what they were hoping for, that it would be a lean year, but because of good fiscal planning the College was okay for now, and he had hopes for future years. Ms. Manderville shared that Mr. Tim Texley having retired from Century Link and taken a new job that involves even more travel, submitted his resignation to the board effective June 1, 2019. There were no other comments.

**May 14, 2019**  
**Page 4**

**IX. ADJOURNMENT**

After no further discussion, Ms. Manderville adjourned the meeting at 7:11 p.m.

Respectfully submitted,

*Michael Kelly*  
Board Secretary