

**EXECUTIVE COMMITTEE MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.  
HOTEL JACARANDA, AVON PARK  
August 13, 2019**

**Members Present:** Ms. Patty Manderville, President                      Dr. Thomas Leitzel  
                                 Mr. Tres Stephenson, Vice-President                      Mr. Terry Atchley, Past-President  
                                 Mr. Michael Kelly, Secretary                                      Mrs. Christy Crews  
                                 Mrs. Robin Weeks, Treasurer

**Excused:**                      Mrs. Lana Puckorius

**Staff Present:**                      Mrs. Jamie Bateman                                      Ms. Jill Sconyers

**I. CALL TO ORDER**

At 12:06 p.m., Mr. Stephenson, Vice-President, in place of Ms. Manderville who would be arriving later, called to order the Executive Directors meeting of the SFSC Foundation. Mr. Atchley made a motion, seconded by Mrs. Weeks, to approve the agenda as presented. The motion passed unanimously.

**II. APPROVAL OF MINUTES**

Mrs. Weeks made a motion, seconded by Mr. Atchley, to approve the minutes of the 4/16/19 meeting as presented. The motion passed unanimously.

**III. FINANCIAL REPORTS**

- a. Mrs. Bateman reported that investments were down in part due to the trade issues with China, and she expected this to continue for the near future.
- b. Mrs. Bateman reported that the Finance Committee notified US Trust/Bank of America and South Street Advisors of their selection and asked them to proceed with the transfer of accounts. They each selected the funds they preferred and the transition began. She shared that Bank of America has offered to send us a generic quarterly report that she would share with the board members, the committee stated they would like the information shared with the full board.
- c. Mrs. Bateman reported on many issues involved in the transition of the funds, issues directly related to SunTrust, Bank of America and CenterState Bank. She reported that the issues have seemingly been resolved and the transactions are in process or completed.
- d. Mrs. Bateman reviewed the Gift Summary Report. There were no questions.

**IV. PRESIDENT'S COMMENTS**

Dr. Leitzel reported that he has heard very good responses to the work Silver Palm Consulting is doing for the college and continues to seek funding for some of our projects. He is glad we are continuing the partnership with them. He reported that state capital and operating funds are down this year. He was asked about the mobile welding lab, and stated it is up and running. He mentioned the new construction program is progressing nicely, and the new 911 course has begun. Dr. Leitzel then proposed that our Showcase Event also include a new recognition, the Legacy Society. He stated that it would recognize donors who have made a significant impact on the college over the years, and a new recipient be

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considered at each Showcase Event. For this year, he suggested the Davis Family be recognized for their long-time support of the college. Mr. Atchley made a motion to propose adopting the new Legacy Society and to select The Davis Family as the inaugural recipient of the recognition to the full board meeting in September. Mr. Kelly seconded the motion. The motion passed unanimously. The recommendation was made to have the recipient names at each campus rather than just at Highlands.

**V. FOUNDATION UPDATES**

- a. Mrs. Bateman reviewed the changes to the Innovation Grant, describing the small changes made for clarity and processing ease.
- b. Mrs. Bateman reviewed calendar pointing out that DBOT meetings and other things that might interest our board members are now listed. She also mentioned that Norm and Laurie Stephens donated the baby grand piano to the Foundation/Jacaranda. A picture will be posted on FB soon. She suggested Cheryl Brown as a new Foundation Board member. Mrs. Crews made a motion, seconded by Mrs. Weeks, to recommend Cheryl Brown as a new board member at the September board meeting. The motion passed unanimously.
- c. Mrs. Bateman shared the annual sponsorship information and requested approval of the board to present it to the full board in September. Mr. Atchley made a motion to present the annual sponsorship to the full board, seconded by Mrs. Weeks. The motion passed unanimously.
- d. Mrs. Bateman announced that Mrs. Lana Puckorius was selected by the DBOT as their liaison to the Foundation Board.

**VI. NEW STAFFING**

Mrs. Bateman shared that Deanne Shanklin accepted a job with United Way. Deanne left the Foundation in mid-July, and Mrs. Bateman hopes to be interviewing soon. She shared that Irene Castanon departed for other opportunities as well, and Danielle Ochoa is now the Coordinator for Take Stock in Children. Linda Roman is now a full-time Student Advocate and Karen Sanchez is a part-time Student Advocate for Take Stock.

**VII. TIME FOR DIRECTORS**

Mr. Stephenson opened the floor to the directors. A board member asked about the tenting, and Mrs. Bateman reported it went well and finished sooner than expected. Dr. Leitzel was asked about enrollment and he stated we are looking even with last year.

**VIII. ADJOURNMENT**

There being no further discussions, Mr. Stephenson adjourned the meeting at 1:11 p.m.

Respectfully submitted,

*Michael Kelly*

Board Secretary