

**EXECUTIVE COMMITTEE MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.  
SFSC FOUNDATION CONFERENCE ROOM AND ZOOM  
February 9, 2021**

<b>Members Present:</b>	Mr. Tres Stephenson, President Mrs. Robin Weeks, Vice-President	Dr. Thomas Leitzel
<b>Members Zoom:</b>	Mr. William Jarrett, Secretary Ms. Patricia Manderville, Past President	Mr. Don Elwell, Treasurer
<b>Excused:</b>	Mrs. Cheryl Brown	Mrs. Lana Puckorius
<b>Staff Present:</b>	Mrs. Jamie Bateman – via phone Ms. Jill Sconyers	Miss Anastasia Saunders
<b>Others Present:</b>	Mr. Peter Elliott	

**I. CALL TO ORDER**

At 12:02 p.m., Mr. Stephenson, President, called to order the Executive Directors meeting of the SFSC Foundation. Mrs. Weeks made a motion, seconded by Mr. Jarrett, to approve the amended agenda as presented. The motion passed unanimously.

**II. APPROVAL OF MINUTES**

Mrs. Weeks made a motion, seconded by Ms. Manderville, to approve the minutes of the 10/13/2020 meeting as presented. The motion passed unanimously.

**III. FINANCIAL REPORTS**

- a. Ms. Lee was unable to attend so Miss Saunders reviewed the Investment Returns. There were no questions.
- b. Miss Saunders reviewed the Gift Summary Report. There were no questions.
- c. Miss Saunders reviewed the Annual Gift Summary Report. There were no questions.

**IV. FOUNDATION UPDATES**

- a. Mrs. Bateman is attending via telephone, so Miss Saunders conducted her portions of the meeting. Miss Saunders reviewed the calendar pointing out the newly added Jacaranda Planning Committee meeting on Feb. 22 at 5 p.m. She also pointed out the Million Dollar Golf Shootout in January. She thanked the members for their Doodle survey response to select a new meeting date for the May Board meeting. She said she would share the voting results in the next few days.
- b. Miss Saunders then shared which board members are up for term renewals. She stated she had contacted Dr. Khurana and Judge Brewer to see if they wanted to continue as board members. Dr. Khurana declined stating that she was too busy with the current situation and was unable to give the board the attention needed and so she has chosen to step down from the board. Miss Saunders has not heard back from Judge Brewer. Mrs. Bateman will contact Dr. Thakkar. Mr. Elwell was at the meeting and will continue as a board member. Miss Saunders shared that departing board members had suggested individuals to

add to the board. Mrs. Bateman will share that with Mr. Stephenson, and names will be suggested for confirmation at the March board meeting.

c. Miss Saunders stated the Newsletter is well underway and we anticipate mailing it in mid-to-late March.

d. Miss Saunders asked the board members review the Innovation Grant request. Dr. Leitzel shared that he was in support of this request as it had great value to the students involved. Mr. Elwell made a motion, seconded by Mrs. Weeks to approve the Innovation Grant as requested. The motion passed unanimously. Dr. Leitzel thanked the board for approving this and previous Innovation Grants stating they had a great impact on the education of our students.

e. Dr. Leitzel led the discussion on the Hotel Jacaranda. He reviewed the slides that were presented at the board meeting last week, noting that all the members present today were at the meeting last week. He shared that at the March 24 District Board of Trustees (DBOT) meeting they would continue to discuss a residential facility on campus. Dr. Leitzel shared that the board had determined there were four discussion points for the Jacaranda open to the Foundation at this time and shared there were additional options to consider. He asked the Executive Committee to make a recommendation to the Jacaranda Planning Committee based on the discussion today.

Dr. Leitzel shared the idea of contracting with C&C Plumbing to renovate the plumbing in one set of 2<sup>nd</sup> and 3<sup>rd</sup> floor dorm rooms. C&C Plumbing stated they could not give an estimate because they just did not know what they would find when they opened the walls. But, once they completed the renovation, they would have a better idea of what each set might cost. This would then tie in with the possible renovation of one of those sets of rooms in to a mini-suite.

Mr. Jarrett shared that he thought it unlikely that a business would be willing to purchase the Jacaranda because they would probably not make enough profit to support a mortgage at this time. He shared that he had been looking for partners in the community but had not been able to find any.

Mrs. Weeks stated this is a huge decision; that we have an obligation to the various tenants in the building, from students, to hotel/restaurant guests, to our businesses. She asked what do we do, and stated we must do something.

Mr. Elwell agreed that we want to do what is right. He wondered if there is a model that exists that would make this a profitable business venture and then make a sale profitable. Mr. Elwell asked what it might cost to do the plumbing renovation; he was told we simply did not know.

Mr. Jarrett offered to contact the CRA in Avon Park to see if they would be willing/able to share some of the costs of an interior renovation, say our plumbing. He did not know if this was possible, but he would find out.

Mrs. Bateman shared that plumbing was our biggest concern right now, and thanked Mr. Jarrett for offering to approach the CRA. She offered to attend any meetings with him to provide additional information as needed.

Mr. Stephenson then asked for the Executive Committee's recommendation to the Jacaranda Planning Committee.

Mrs. Bateman stated another concern of hers is if the DBOT will continue to lease the Jacaranda. The current lease expires June 30. If they do not renew the lease, what should

the Foundation do. The Foundation would face Ad Valorem taxes as it would no longer be supporting any college activities.

Dr. Leitzel shared that the timeline may be longer; it is up to the DBOT. He clearly stated he did not speak for the DBOT, but thought while we should plan for the lease not being renewed, we should not think that the decision had been made. He shared that the State budget had been reduced and cuts are continuing. He shared that the DBOT has to consider how to sustain auxiliary functions without impacting the mission of the College. Again, Dr. Leitzel reiterated that he never speaks for the DBOT.

Mr. Jarrett then asked how much money is available to spend on a possible plumbing renovation as suggested. Mrs. Bateman shared that the Unrestricted fund had about \$300,000 and the Jacaranda Restoration Fund had about \$10,000. She stated she would not spend all the available funds, and the board members agreed. Mr. Jarrett then asked how the committee felt about using some of those funds.

Mr. Stephenson asked Dr. Leitzel for his thoughts, and he said he wanted to hear from the committee members first.

Mrs. Weeks asked about a loan. Mrs. Bateman stated that since most of our funds are in restricted scholarships, a loan is not really feasible. We cannot borrow against a scholarship and the hotel and restaurant business cannot make loan payments at this time. Therefore, a loan is not an option at this time. She shared that perhaps a donor with a passion for historical buildings could be found.

Mr. Jarrett asked about scholarship funds that are for programs the college no longer offers. Can those funds be redesignated and if so what are the steps. Mrs. Bateman stated that for those funds, the Foundation would need to identify the donors or their heirs to see if the funds could be used elsewhere. For those funds that no one can be contacted, perhaps the board could make that decision.

Mr. Stephenson asked how many such funds do we have, and Mrs. Bateman said she did not know off hand but would check on it. Mrs. Bateman then asked Ms. Manderville and Mr. Elwell for their thoughts.

Mr. Elwell thought it a good idea to explore the scholarship opportunity and viewed it as a clean-up of the available scholarships. He said the exploratory repair is necessary to see where we are in the renovation process. He thought it a good idea to use Jacaranda Restoration funds and some Unrestricted funds. He said seeking a match was a good idea.

Ms. Manderville said yes explore the renovations as proposed.

Mrs. Weeks made the following motion: to present to the Jacaranda Planning Committee and to the Foundation Board in March, to use Jacaranda Restoration funds first and then Unrestricted funds, not to exceed \$50,000 total, to contract with C&C Plumbing to do plumbing renovations on the second and third floor dorm rooms one above the other (4 rooms); and to seek matching funds through the CRA as well. Mr. Jarrett seconded the motion. The motion passed unanimously.

Mrs. Bateman asked if the committee also wanted to recommend that the proposed mini-suite renovations to two rooms be completed at no cost to the Foundation – a donor has said they will pay the cost. Mrs. Weeks made a motion to recommend to both the Planning Committee and the Board that the mini-suite renovations, at no cost to the Foundation, be contracted once the plumbing renovation is complete. Mr. Elwell seconded the motion. The motion passed unanimously.

**February 9, 2021**

**Page 4**

**V. TIME FOR DIRECTORS**

Mr. Stephenson asked if there was anything else. Mr. Jarrett commented that all his thoughts led to the Foundation someday being back on campus and that would better serve the college. Dr. Leitzel said all contingencies are being considered and the college would take good care of the Foundation if it did relocate to campus.

**VI. ADJOURNMENT**

There being no further discussions, Mr. Jarrett made a motion, seconded by Mrs. Weeks to adjourn the meeting. Mr. Stephenson adjourned the meeting at 1:21 p.m.

Respectfully submitted,

*Bill Jarrett*

Board Secretary